



## **City Manager's Monthly Report for January 2020**

We had 25,000 cars go through the annual Christmas in the Park light display this year. With the changes that we have planned for downtown we will be able to move the light displays that we set up at the train tracks to the Park to make the display even better.

The Mayor, our engineer, and I met with representatives from Tallulah Falls regarding the status of our request to withdraw water from Tallulah Lake. We are still waiting on Georgia Power to establish a fee for the water to be withdrawn. We will not move forward with the EPD application until we have this number because we need to verify that the water will be affordable before we put any more resources into this project.

The closing on the Cornelia Bank Building took place on January 22<sup>nd</sup>. After paying the Real Estate Commission we deposited \$161,000 into our Community Redevelopment Account. The new owners are still trying to decide as to how they are going to use the building.

We have advertised for sealed bids for the surplus property located at 836 Wayside Street. The bids are due back to the city by February 20<sup>th</sup>. We have advertised to sell each lot separately with the hope that this will bring more money. The funds generated from the sale of these properties will be placed back into our Community Redevelopment Fund.

In November the landfill in Banks County increased our tipping fees for our sewer sludge by more than 100%. Based on the volume of sludge that we produce each year our annual costs will increase from \$110,000 to \$355,000. Our engineers are looking into options to help us reduce the amount of sludge that we produce in order to save on these increased costs. One option that they have proposed is a dehydrator which the company claims will take our sludge from 17% solid to 50% solid. If this is correct it would reduce our annual loads from 264 to 75. The company is going to bring the equipment to begin a Pilot Study in March so that we can verify that it can produce the results that they promise.

The Wastewater Plant treated 96.2 million gallons of sewerage. The Water Plant treated 76.1 million gallons of drinking water. We received 8.8 inches of rain; the reservoir is 6 feet above full pool. We repaired 4 water leaks and 3 sewer blockages.

The Fire Department responded to 96 emergency calls. They completed 306 hours of training. The Fire Marshal issued 4 Certificates of Occupancy, conducted 10 inspections, reviewed 2 sets of plans, and investigated 1 fire.

The Planning Department issued 8 permits, the total project value was \$75,777 and the total fees collected were \$1,641. The Building Inspector completed 9 Plan Reviews, 67 Commercial Inspections, and 21 Residential Inspections.

The Police Department conducted 119 traffic stops, worked 35 accidents, 2 fight calls, 4 burglaries, 24 shoplifting calls, and 11 alarms. They responded to a total of 1,058 calls. The Investigative Division opened 3 new cases, closed 3 cases, and made 2 arrests. Code Enforcement opened 23 new cases and closed 28 cases. The Probation Division collected \$5,166 in fines, they have 132 active cases, and probationers completed 20 hours of Community Service with a value of \$145. We distributed 8 car seats and trained 14 caregivers through our Child Seat Program.



Donald Anderson  
City Manager



## Utilities Monthly Report

 *Water Pollution Control Plant*

 *Drinking Water Treatment Plant*

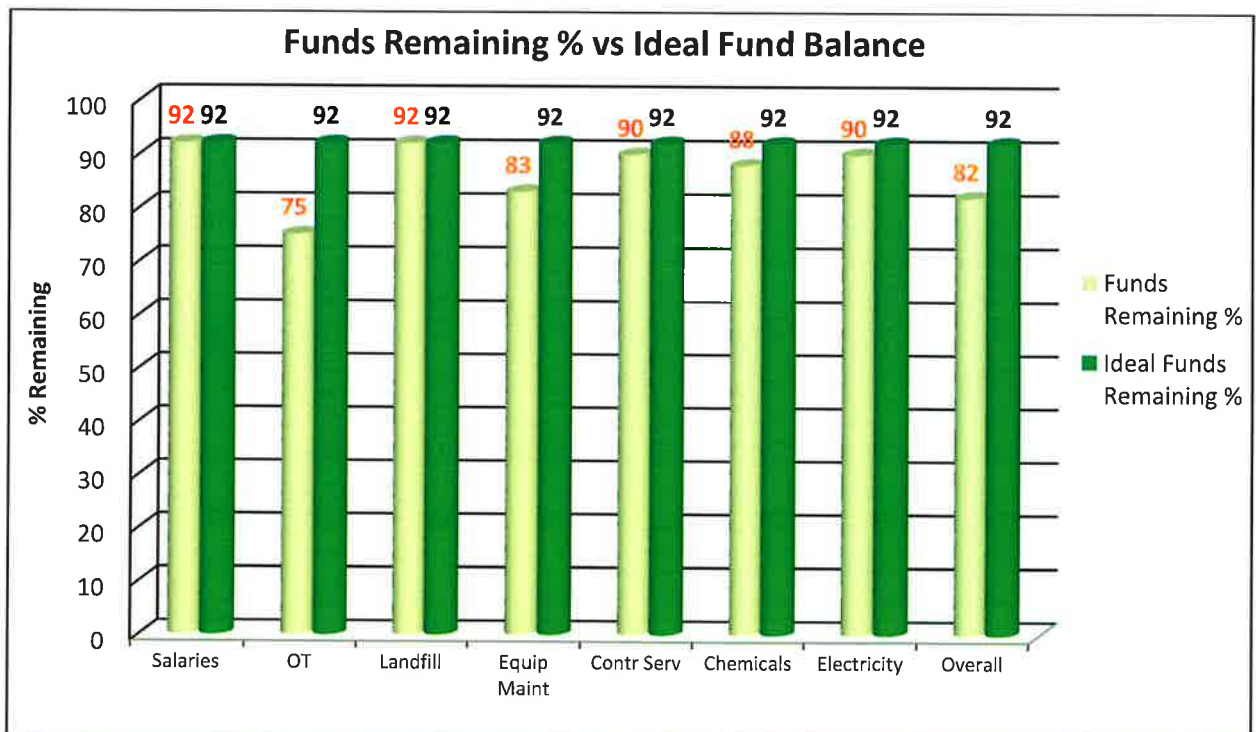
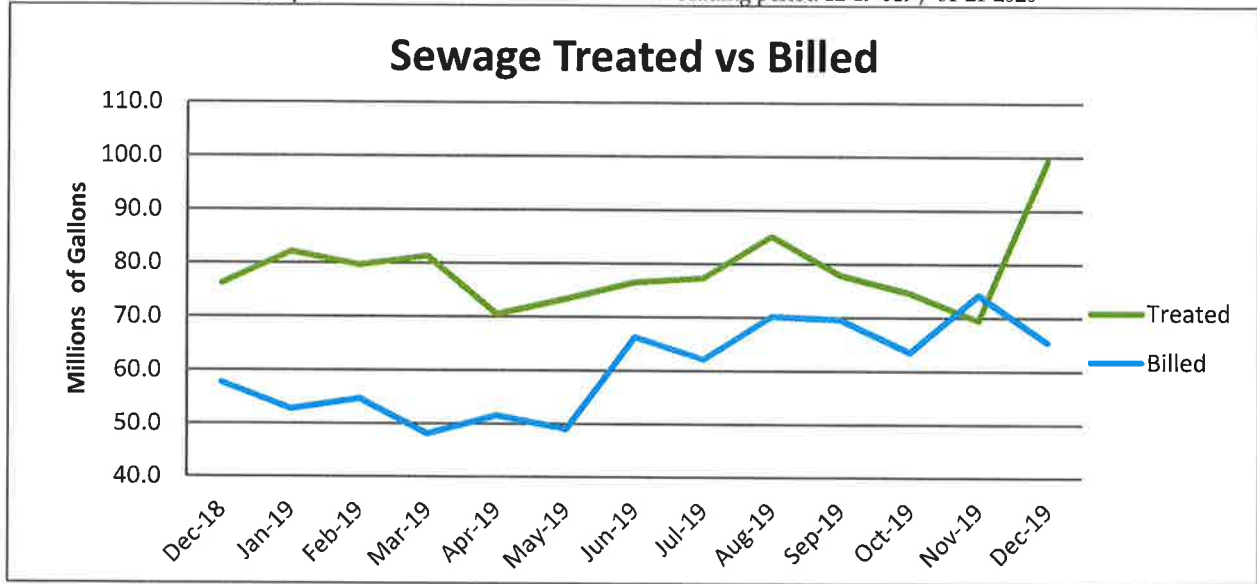
 *Water/Sewer/Storm Maintenance*

# Water Pollution Control Plant

## Monthly Treatment Totals

Parameter	Measurement	Units of Measure
Sewage Treated	96.2	Million Gallons
Influent BOD	41.2	Tons
Influent TSS	21.8	Tons
Solids to Landfill	237.3	Wet Tons
Dry Solids Removed	43.1	Dry Tons

\*Graph and flow Information based on meter reading period 12-19-019 / 01-21-2020



**Water & Sewer Authority Rent Payment is at 75% Makes Overall Low**

## Equipment Repair, Replacement, & Enhancement

Equipment	Description	Cause	Status	Cost
None				

## Industrial Pre-Treatment Violations

Industry	Parameter	Violation/Fine	Surcharge
Fieldale	TKN & BOD	None	\$32,787 (waived)
Ethicon	None	None	None
Salford BBI	None	None	None

## Wastewater Treatments Projects & Events

- 100% Compliance for January NPDES
- W.P.C.P. disk filter project is underway.
- Eload Trial Unit will arrive the week of March 2, 2020 for the belt press sludge

## Work Orders Wastewater Plant & Lift Station

Generated Work Orders	33
Completed Work Orders	33
Back-log Work Orders	0

## Work Orders Commercial Grease Trap Inspection

Grease Traps Scheduled for Inspection	19
Grease Traps Inspected	8
Non-Compliant	11

# Drinking Water Treatment Plant

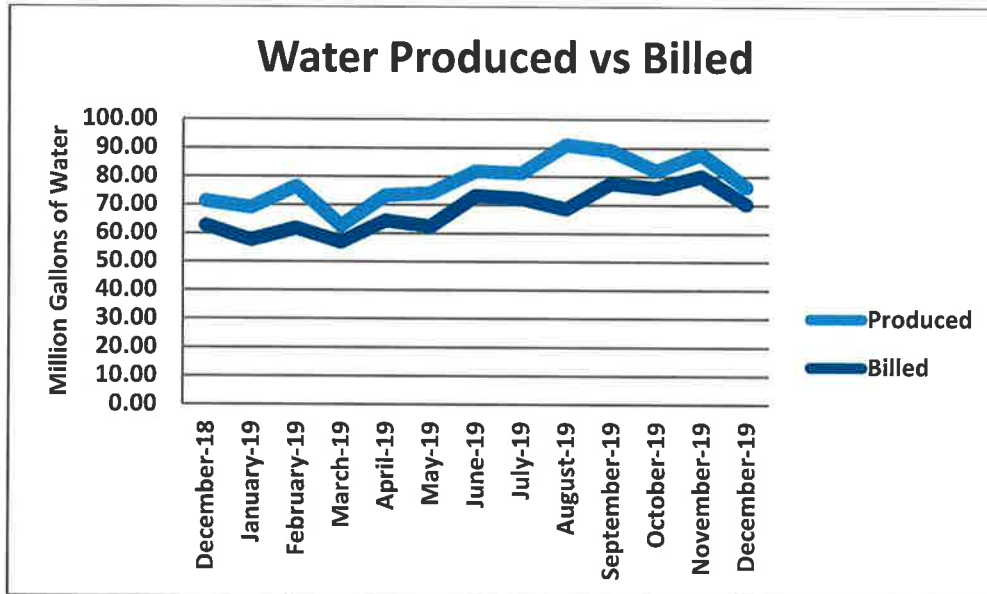
## Water Quality

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

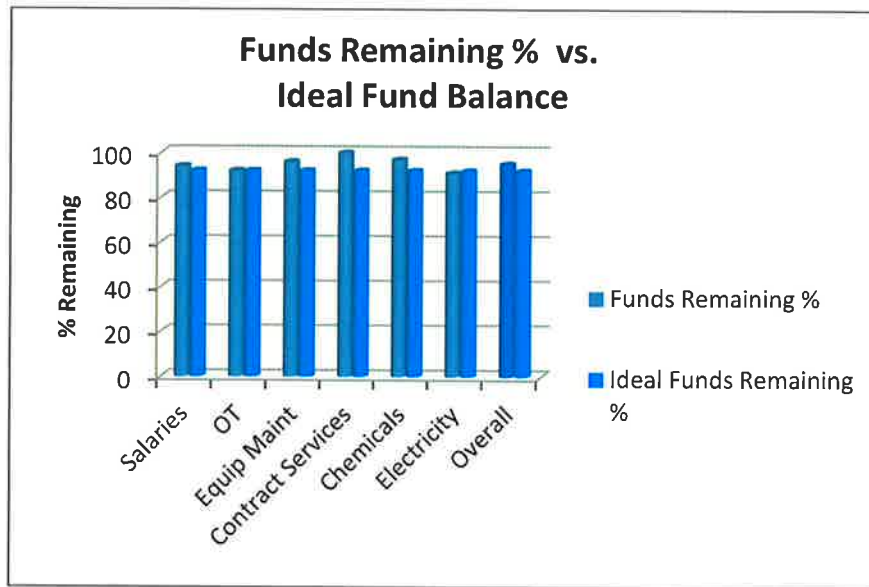
- The WTP recorded 8.78" of rain for January 2020.
- The reservoir level is 6'3" above full pool.
- Water Produced in December 2019 was 76.14 MG.



Above flow graph and flow information based on meter reading period 11/22/2019 - 12/21/2019

## Water Treatment Projects/Events

- Verified calibration of high service meters.
- Completed quarterly servicing of Stenner pumps.
- Washed Basin #4.
- Repaired flocculators for Basin #3.
- 1st Round of Bac-T's.
- Replaced pressure gauge at K-way.
- Repaired air compressor 2.
- Repaired F1 rotometer.
- Created inspection form for GV pump and Chenocetah generator.
- 2nd round of Bac-T's.
- TOC's
- Verify raw water meter.
- Complete annual reports.
- Hazel Creek - serviced 3 raw water pumps and air compressor.
- Wash basin #3.
- Routine Inspections of raw water pumping stations and tanks as required by EPD.



### Reports/Water Sampling Completed

January 2020	Round 1 Distribution Sampling for Chlorine and Microbiological Contaminants
January 2020	Round 2 Distribution Sampling for Chlorine and Microbiological Contaminants
January 2020	Total Organic Carbon Sampling
January 2020	Fluoride Split Sampling
December 2019	NPDES Flow Monitoring
December 2019	Monthly Operating Summary Report
December 2019	Monthly Disinfectant and/or Oxidant Monitoring at the Entry Point and in the Distribution System
December 2019	Monthly TOC Removal Report
December 2019	Monthly Surface Water Treatment Operation Report for Turbidity
December 2019	NPDES / Monthly Maintenance Report
December 2019	Monthly Surface Water Withdrawal Report.
December 2019	Monthly MOR for Fluoride Program
December 2019	Monthly Net DMR

### Training

- Monthly Safety Training with the WTP staff.

# Water and Sewer Maintenance

## Projects/Events

- Camered the sewer line on Oak Grove Court for CDBG.
- Camered the sewer line on Sunshine Circle for CDBG.
- Continued work on the Chenocetah Tank project.
- Performed annual Community house retention pond cleaning.
- Lift station maintenance to midway and waffle house lift station.

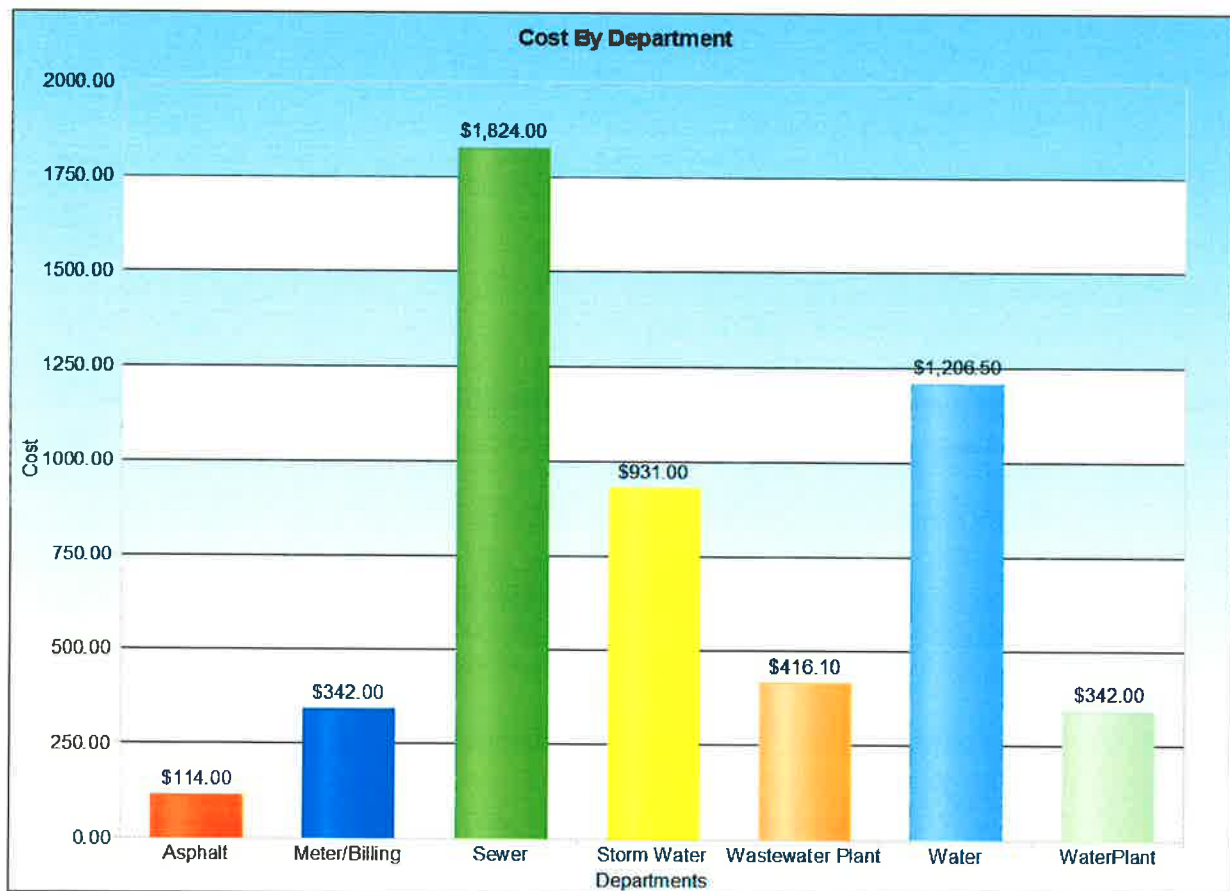
## Major Construction Projects

- Highland/Skyland water and sewer project is 100% complete.
- Ridgeway project approximately 60%.

## Training

- Jeremy Bettie and Jesse Bailey completed CPO training.

## January Work Order Maintenance Cost





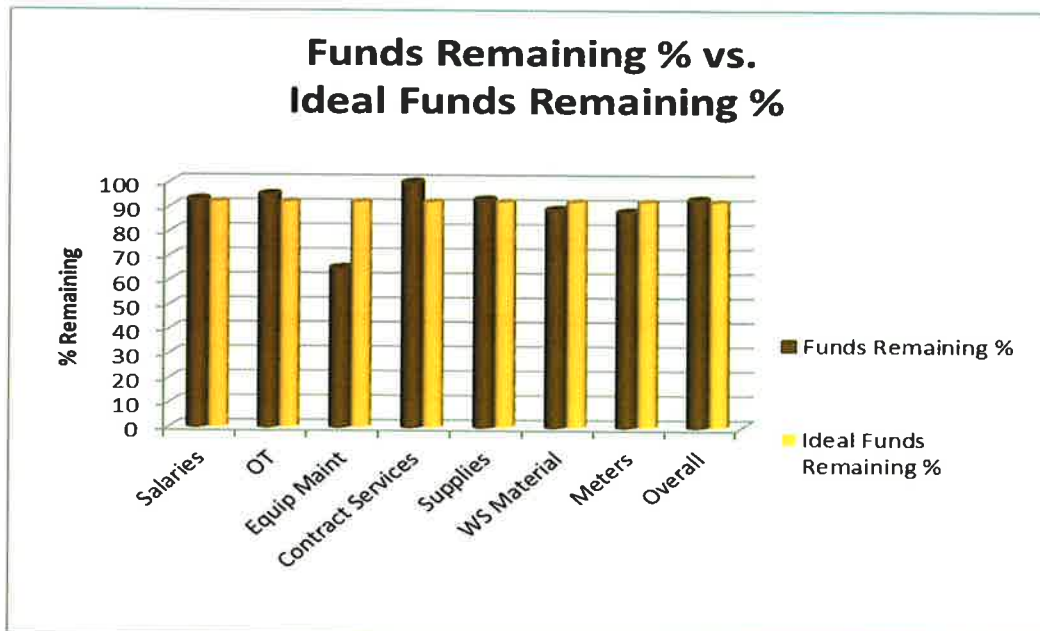
### Water Sewer Work Order Summary

Meter and Billing Work orders	102
Water Breaks	4
Sewer Blocks	3
Water General	10
Sewer General	32
Potential Leaks Investigated	11

### Work Order Status

Preventative Maintenance Work Orders	33
Predictive Maintenance Work Orders	0
Corrective Maintenance Work Orders	14
Back-log Work Orders	8

### Large Variable Costs





February 3, 2020

## January 2020 Monthly Training Report

### Total calls

-96 calls responded to in January

### Monthly training hours

-306 combined training hours for all three shifts.

### February 2020

-We would like to congratulate Lt. Josh Hazle on being sworn in and recognized on becoming a Deputy Fire Marshal for the State of Georgia. Josh was sworn in on February 4<sup>th</sup> at the State Capital during Firefighter recognition day.

-We are proud to announce that Lt. Zac Hogan, FF. Angela Martin, FF. Drake Meister, and FF. Lee Humphry's completed the Georgia Guardian Firefighter Training course. The Guardian class is a one day, 24-hour consecutive training class that focuses on civilian rescue, firefighter survival techniques, and firefighter rescue. This class is fast pace and both physically and mentally demanding. This class is meant to improve a firefighter's knowledge, skills, and abilities to

protect themselves, their brother and sister firefighters, and those they swore to protect.

**Asst. Chief Shane Bentley**

**“We strive for excellence, not to be noticed, but so we can do our job to the best of our ability and with integrity when no one is looking.”**

**281**



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

**January 2020**

2<sup>nd</sup>- Responded to a structure fire at 252 S Wayside St. Crews were able to make an aggressive attack and stop the fire from burning the structure down. This structure appears to have once been a single family home. It is now cut up into apartments and has multiple people living in it.

3<sup>rd</sup>- Investigated the structure fire that occurred at 252 S Wayside St. The area of origin was in a back bedroom. The fire was electrical in nature and it is highly likely that it was caused by a space heater to close to other materials. .

4<sup>th</sup>- Attended the annual department meeting and cookout.

6<sup>th</sup>-10<sup>th</sup>- Completed a 40 hour training class at the community house called Transitional and Interpersonal Leadership Training.

17<sup>th</sup>- Attended the Habersham County Emergency Services first annual badge pinning ceremony. Also attended a presentation by Kenwood on new radio system options presented to county 911 users.

**Grants**

We are working on submitting all our information to the grant writing company for the assistance to firefighters grant opening February 3<sup>rd</sup>.

Dog Training- 12 hours this month

**CO's issued- 4**

**Inspections- 10**

**Violation Notices issued- 1**

**Meetings- 7**

**Plans Reviewed- 2**

**Investigations- 1**

Lt. Josh Hazle  
Cornelia Fire Dept.  
Fire Marshal  
706-778-8585 Ext: 284  
706-949-8837Cell



## **City of Cornelia**

### **Public Works**

#### **Monthly Report January , 2020**

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. 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. We have been blowing leaves on the walking trail, parks, the Community House, sidewalks, and anywhere else needed regularly. The chipper has been making rounds through the city as needed. Both leaf vacs have been working on the route. 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. We worked around the shop cleaning and organizing. Equipment was checked and regular maintenance was done. We took down all Christmas decorations in the city. Mulch was spread in some of the flower beds and parks. We made repairs to city buildings as needed. A new furnace was installed at the North Fire Station. New furnishings were taken to the Community House. We cleaned the gutters and pressure washed the back balcony at the Community House. We installed underground conduit for the new City Hall. We installed a new entrance gate at Big City Park and painted railings as well. We fixed a sewer backup at the Police Department. We cleaned up trees on the property at Milli Street. We cleaned out the gutters and drop basins on Wayside Street and Level Grove Road multiple times.

## MONTHLY REPORT

1/2/2020 truck # 9 car # 118 car # 110	fixed lights fixed tire replaced brakes
1/3/2020 shop	cleaned up around shop
1/6/2020 car # 111 car # 122 truck # 29	replaced tires & replaced 1 strobe fixed tire fixed tire
1/7/2020 shop car # 103 car # 122	removed cylinder from press fixed tire replaced battery
1/8/2020 new leaf machine truck # 2	removed fan & bearings from machine fixed wipers
1/9/2020 old leaf machine car # 104 shop	replaced boom hydraulic assy. fixed tire cleaned up around shop
1/10/2020 new leaf machine car # 121	replaced fan & bearings & relined fan housing service
1/13/2020 park truck # 14 truck # 19	worked on gate fixed tire replaced fuel filters
1/14/2020 car # 112 park truck # 9	service & replaced front brakes worked on gate replaced batteries
1/15/2020 park shop car # 108	worked on gate fixed hydraulic press fixed tire
1/16/2020 park vac trk truck # 19 FD explorer Fd tahoe	finished up work gate removed starter from aux engine picked up trk at 441 diesel service & fixed tire service

## MONTHLY REPORT

1/17/2020	Fd can trailer vacuum truck	replaced tires replaced starter on aux. engine worked on vehicle list
1/20/2020	truck # 25 car # 116 truck # 30	fixed packer controls fixed tire & rewired siren fixed air leak
1/21/2020	car # 113 leaf machine shop	service & replaced tires fixed alternator & replaced battery fixed tires on shop equipment
1/22/2020	truck # 29 truck # 2	30,000 mi service & replaced batteries service & replaced tires
1/23/2020	truck # 12 car # 107 wheelloader	replaced tires service fixed coolant leak
1/24/2020		vacation day
1/27/2020	leaf machine truck # 25 car # 113	replaced boom hydraulic cylinder fixed step service & replaced tires
1/28/2020	car # 119 truck # 25 truck # 9	fixed tire worked on cart tipper fixed lights
1/29/2020	car # 116 truck # 25 city manager trk	service replaced packer control mounts & welded step fixed lights



FY 2020

CITY OF CORNELIA  
PERMIT REPORT BY PERMIT NUMBER

01/01/2020 TO 12/31/2020

<u>PERMIT NO</u>	<u>ADDRESS</u>	<u>STATUS</u>	<u>OWNER</u>	<u>TOTAL VALUE</u>
20190626	460 SUMMIT ST	Issued	LAURIE GRIFFIN	1,000.00
20190627	400 STONECYPHER ST	Issued	Sierra Vista Apartments	30,000.00
20190628	395 OLD LEVEL GROVE	Issued	Wanda Watkins	4,200.00
20190629	323 HABERSHAM VILLAGE CIRCLE	Issued	HABERSHAM VILLAGE CENTER	9,000.00
20190630	323 HABERSHAM VILLAGE CIRCLE	Issued	HABERSHAM VILLAGE CENTER	8,777.00
20190631	221 FOREACRE STREET	Issued	Capital Roofing	10,300.00
20190632	216 ARBOR GATE DR	Issued	CHIERLY VELAZQUEZ	4,800.00
20190633	165 SUGAR CREEK DR	Issued	Sharon Gorman	7,700.00

TOTAL NUMBER OF PERMITS: 8  
TOTAL VALUATION: 75,777.00  
TOTAL FEES CHARGED: 1,641.00  
TOTAL FEES PAID: 1,641.00

9 Plan Reviews  
67 Commercial Inspections  
21 Residential Inspections  
0 New Home  
0 New Commercial

# Police Department Monthly

January 2020

## Patrol

<b>TRAFFIC</b>	<b>258</b>
Traffic Stops	119
Susp.Person/ Veh	98
License Check	6
MVA Accidents	35
<b>NON-TRAFFIC</b>	
Fight Calls	2
Burglary	4
Shoplifting/Theft	24
Domestic Calls	18
Drunk/Disorderly	0
Abuse	0
Alarms	11
<b>CONTACTS</b>	
Citizen	1910
Motorist	36
Bank/Funeral	4
<b>REPORTS</b>	
Incidents	100
Accidents	17
Citations	86
<b>TOTAL DISPATCHED CALLS</b>	<b>1058</b>

## Investigations

<b>CASES</b>	<b>5</b>
New	3
Old	2
<b>TYPES</b>	
Person	1
Property	2
Financial	2
<b>DISPOSITION</b>	
<b>Closed</b>	<b>3</b>
Arrest	2
Ex. Clear	1
Other	1
<b>Code Enforce</b>	
New	23
Active	5
<i>Disposition</i>	
Closed No action	28
Closed w/ Cit.	

# Police Department Monthly

## Admin/Court

<b>COURT</b>	
Court Cases	174
Fines Paid	\$5,703.00
<b>CRIMINAL HISTORY</b>	
C.H. Ran	363
C.H. Monies	\$696.00
Walk In's	99

## Child Seat Program

Car Seats Distributed	8
Caregivers Trained	14
Police Personnel Trained	1

## PROBATION

Fines for Cornelia	\$5,166.00
GCVEF Fees	\$159.00
<b>Community Service</b>	
Hours	20
Value of Hours	\$145.00
Active Cases	
<b>Cornelia</b>	<b>132</b>

**NOTES:**