



CITY OF SUMMERVILLE REGULAR COUNCIL MEETING OCTOBER 11, 2021 5 PM

CALLED TO ORDER: Mayor Harvey called the regular meeting to order.

ROLL CALL: Mayor Harry Harvey gave roll call. Council Members David Ford, Dana W. Mosley, Joe Money, Jr., and Zachary Martin were present. City Manager Janice Galloway and City Attorney Albert Palmour were present.

INVOCATION: Mayor Harvey gave the invocation.

PLEDGE OF ALLEGIANCE: Council Member Dana Mosley led the pledge of allegiance.

AGENDA: Mayor Harvey asked Council to review the meeting agenda and asked if any changes were needed. Mayor Harvey announced he would like to add the opening of the Right-of-Way bid mowing after item (a) approval of minutes. With no other changes requested, Council Member Joe Money, Jr. made a motion to approve the meeting agenda with the addition of the Right-of-Way bid opening. The motion was seconded by Mayor Pro Tem Zachary Martin and carried unanimously.

MAYOR'S COMMENTS: Mayor Harvey welcomed everyone to the meeting. Mayor Harvey explained everyone would be offered the opportunity to speak during the introduction of guests and visitors. Mayor Harvey announced the city has fall activities coming up and encouraged everyone to attend the events. Mayor Harvey reported copies of the Chattooga County Comprehensive Plan are available. Mayor Harvey requested visitors to introduce themselves.

CHIRAYU PATEL: Mr. Patel addressed Mayor and Council, explaining he owns Melaine Inn, and it has been closed since November 2019. Mr. Patel explained he had two tenants lined up for the store, and both fell through. Mr. Patel stated he applied for a business license in 2020 but was told it was too late for a license. Mr. Patel explained he has another tenant lined up, but he would like to apply for an alcohol license. Mr. Patel noted the property fell under the Grandfather rule. Mayor Harvey explained the Grandfather rule is one year. City Attorney Albert Palmour asked Mr. Patel what location he was talking about. Mr. Patel stated, "Melaine Inn." City Attorney Palmour asked when it was closed. Mr. Patel stated, "November 2019." City Attorney Palmour stated, "We will have to approve it." Mayor Harvey stated we will look at the amount of time it has been closed and follow the rules and recommendations of our City Attorney.

LYNN ROWLAND: Main Street Director Susan Locklear introduced Board Member and Secretary of the Main Street Program, Lynn Rowland. Susan explained Lynn is also a Main Street Volunteer, and she tracks volunteer hours for the program and is attending the meeting to discuss the Main Street Board and volunteers. Lynn stated as Secretary, she was aware of her contributions to the Main Street Program, but the contributions made to the City of Summerville and Chattooga County are amazing. Lynn stated the volunteers are the driving force of the Main Street Program, and Susan has the knowledge and training, and she pushes us. Lynn reported the volunteers had 404 hours for September, and the yearly total for 2021 was 1921 through September. In addition, Lynn recognized other volunteers that were in attendance. Lynn reported the Main Street Program currently has 27 members, including seven new volunteers this year.

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LYNN ROWLAND CONT: Lynn announced September events included Small Business Week and Brag. Lynn thanked the city workers and City Manager Janice Galloway for their assistance when needed. In addition, Lynn reported the City of Summerville was recognized by Georgia Downtown Association for the fall decorations in the downtown area. Lynn stated, "We do make a difference. We do make an impact. We don't just plant flowers."

Mayor Harvey requested the Main Street volunteers stand and introduce themselves.

CATHY JO WILLIAMS: Cathy Jo thanked Jason Espy with *The Summerville News* for the media recognition, Public Works Director Terry Tinney, and Street Department Supervisor Darrell Thompson for their help with downtown projects when needed.

CITY ATTORNEY: City Attorney Albert Palmour requested item (g) be removed from the agenda. City Attorney Palmour explained prior to considering this item, adjacent property owners must be noted. City Attorney Palmour cited code O.C.G.A 36 -37 -6(g), and explained he sent a public notice to City Clerk White to publish a Public Hearing set for November 8, 2021.

CITY MANAGER: Mayor Harvey requested City Manager Janice Galloway to provide the monthly financial report. City Manager Galloway reported the operating account balance as \$2,060,971.91 at month-end. In addition, City Manager Galloway reported monthly revenues of \$957,232.61 and monthly expenditures of \$972,165.84. City Manager Janice Galloway provided photos of the building adjacent to DIRT at 9881 B Commerce St of the old storefront and the new storefront. Mayor Harvey explained the store is located in the historic district, and there is a historic overlay. Mayor Harvey requested Code Enforcement Joey Norton to provide additional information on this item. Joey explained in the city ordinance 14.5 requirements for renovating structures in the Historic District states all exterior materials and finishes for existing structures, including windows and doors, shall be those common and as close as possible to the existing structure found within the historic district. Joey explained local Historian Eugene McGinnis stated as far as he knew, when the former Bohannon's was constructed, it had large plate glass windows, but it will be at the Council's discretion to approve the new storefront. Mayor Harvey stated, "It looks better than what was there." Mayor Harvey asked if Council had objections. Council Member Joe Money, Jr. stated, "It looks great. I'm all for the change." Council Member Money commented what fit Bohannons in the past doesn't work today. Council Member Money stated, "When it starts impeding progress, you have to overlook that and move on." Mayor Harvey requested Code Enforcement Joey Norton to work with DIRT to move forward.

OLD BUSINESS

NEW BUSINESS

MINUTES: Mayor Harvey stated the first item of new business is to approve the minutes from the September 13, 2021 meeting. Council Member Joe Money, Jr. made a motion to approve the September minutes. The motion was seconded by Council Member David Ford and carried unanimously.

RIGHT-OF-WAY MOWING BID OPENING: Mayor Harvey requested City Attorney Albert Palmour to open the Right-of-Way bids. City Attorney Palmour announced Tim Westbrook submitted a \$12,000 bid for the right-of-way mowing from Summerville to Rome. City Attorney Palmour noted Mr. Westbrooks submitted a check for the bond amount, and he was the only bidder.

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CARTER & SLOOPE 2020 GEFA PRESENTATION: Chad Sipe explained in 2020, a pre-application was submitted to the Georgia Environmental Finance Authority (GEFA) for funds for the phase one outfall sewer improvement project. Chad explained the trunk lines near the wastewater treatment plant are failing due to I & I infiltration and inflow. They take in a lot of water when it rains. Chad explained the particular application was funded with the cap being 1.5 million, but it did require a 3 million dollar project. Chad discussed GEFA loan terms and low-interest rates and requirements but noted you could not lock in the rate until the loan agreement was complete.

Kurt with Carter & Sloope provided a web presentation highlighting the city sewer lines. Kurt discussed the target area for the particular sewer improvement project. The area that is recommended for repair is the area with main trunk lines. Kurt explained the city is not required to use the 3 million, but it is available, and if you don't use it, you lose it. Kurt explained the areas targeted for improvement would be a 30-inch line at the wastewater treatment plant that needs to be upgraded to a 36-inch line, two 15 inch clay lines that run parallel that runs through a sewer easement, and a 15-inch plastic line. Kurt explained the parallel lines are splitting flow, and the recommendation would be to replace the 15-inch clay lines with a new 24-inch line that can handle the flow capacity. Kurt stated they are asking for Council approval to move forward with the project.

Council Member David Ford questioned replacing the two 15-inch lines with one 24-inch line. Kurt explained a survey would be conducted to run a calculation to determine the carrying capacity.

Council Member Joe Money, Jr. asked what the city currently had available in CDBG money. Did we receive one in 2019? Chad stated, "2019 is our current." Council Member Money asked if it was for \$750,000. Chad stated, "Correct." Chad noted CDBG would not cover this type of project. Council Member Money asked if the 12-inch line between Mohawk and the wastewater treatment plant had been considered for an upgrade. Public Works Director Terry Tinney explained the PVC pipe is in decent shape. However, all of the manholes have deteriorated and need to be replaced. Also, there is a reduction in pipe size behind the middle school that goes from a 12 inch to an 8 inch to a 10 inch that goes to the wastewater plant that was never replaced when the line was extended to Mohawk. Terry stated if that were fixed, it would probably eliminate problems for Mohawk, giving them more flow. Terry reported the ductile iron pipes at the aerial crossing need to be replaced due to deterioration, and they won't be there for many more years.

Mayor Harvey explained approval is needed from Council to move forward. Chad explained if authorized, he would move forward with the survey and design and the loan application process. Council Member Joe Money, Jr. asked for a payment estimate. Chad stated, "\$6,331.94 for twenty years."

Council Member David Ford made a motion to move forward with the outfall sewer improvement project. The motion was seconded by Council Member Dana W. Mosley and carried unanimously.

RES: Mayor Harvey stated the next item of business is to approve Resources Environmental Solutions (RES) based on a recommendation by Carter & Sloope to obtain EPD permitting and provide direction on alleviating flooding within the City limits. Mayor Harvey explained the initial amount would be \$1,425 for approximately 15 hours, and the total amount will be approximately \$22,000.

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RES CONT: Mayor Harvey requested Chad Sipe with Carter & Sloope to provide additional information. Chad explained RES specializes in projects dealing with state water. The associated cost of \$22,000 includes lump size tasking for ten culverts. Council Member Dana W. Mosley made a motion to approve Resources Environmental Solutions (RES) to obtain EPD permitting. Council Member David Ford seconded the motion, which carried unanimously.

9881 COMMERCE ST-SIGN VARIANCE: Mayor Harvey stated the next item of business is to consider a Mural to be painted on the side of the business known as DIRT, located at 9881 Commerce St. Mayor Harvey offered the opportunity to Heather Casey to speak on this item. Heather explained when the store was opened, the intention was to have a mural painted on the side of the building, but after working with Code Enforcement Officer Joey Norton, they agreed to try a wooden sign to see how it would go over. Heather explained the wooden sign was installed but was blown off during a storm, and instead of building another one out of wood, she is requesting permission to paint the butterfly on the side of the building. Mayor Harvey requested Heather check on the establishment date of Summerville before painting the mural. Council Member David Ford made a motion to approve the sign variance to allow a mural to be painted on the side of the business located at 9881 Commerce St. The motion was seconded by Mayor Pro Tem Zachary Martin and carried unanimously. A copy of the mural is attached and becomes part of the minutes.

2022 HEALTH INSURANCE RENEWAL: Mayor Harvey stated the next item of business is to consider approving the 2022 health insurance rates. Mayor Harvey explained the rates had increased 13.6%. There will be a weekly increase for employees and employer. Mayor Harvey reported the increase was approximately \$110,000. The agent did review the increase, but we have not received a reduction. Mayor Harvey reviewed the rate information provided to Council, noting there is a substantial increase. Council Member Joe Money, Jr. asked when open enrollment begins. Finance Director Carla Rutledge stated, "It's going on right now." Council Member Money asked when did it start. Carla explained it started October 1st, but she set up a couple of dates for open enrollment and is trying to schedule a day for flu shots. Council Member Money asked when GMA sends the numbers to us. Carla stated, "She was sent the information on July 30th to our broker." Carla explained the broker started working on it and sent information to other insurance companies to see if he could get lower rates. Also, a census was sent to see if anyone would be coming off of our plan to see if it would lower the rates. Blue Cross Blue Shield was the lowest he received. Mayor Harvey stated the employee rates are still lower than anyone else in the state. Council Member Joe Money, Jr. made a motion to approve the proposed health insurance rates. Council Member David Ford seconded the motion, which carried unanimously. A copy of the new rates is attached and becomes part of the minutes.

ELECTION STAFF-NOVEMBER 2, 2021: Mayor Harvey stated the next item of business is to approve the Election Staff for the November 2, 2021 Election. Mayor Harvey explained the following people have been designated as Election Staff:

- Election Superintendent: Angie White
- Poll Manager: Deborah Moore
- Assistant Poll Manager: Vickie Dawson
- 2nd Assitant Poll Manager: Ruby Allmond
- Poll workers: Kim Tucker
Nicki Diggs
Carla Rutledge

- Alternates: Paula Womack
Stepahine Lathem

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ELECTION STAFF-NOVEMBER 2, 2021 CONT: Council Member David Ford made a motion to approve the Election staff for the November 2, 2021, Municipal Election. The motion was seconded by Mayor Pro Tem Zachary Martin and carried unanimously.

QUIT CLAIM DEED: Mayor Harvey explained the next item of business was to consider approving a Quit Claim Deed between the City of Summerville and Archibald Farrar, Jr., and Nell Farrar, but this item needs to be advertised before approval. City Attorney Albert Palmour explained six adjacent property owners would need to be notified. City Attorney Palmour explained if Council agrees, he will publish a public notice for a public hearing on November 8, 2021.

BENNETT FIRE: Mayor Harvey stated the next item of business is to consider approving the purchase of four new sets of turnout gear from Bennett Fire in the amount of \$15,000. Mayor Harvey requested Fire Chief Robbie Lathem to provide more information on the item. Chief Lathem explained each year, his department orders four new sets of turnout gear, and there is a 180 day turnaround time. Also, there will be an 8% increase on November 1, 2021. Council Member David Ford made a motion to approve the purchase of four new sets of turnout gear from Bennett Fire. The motion was seconded by Council Member Joe Money, Jr. and carried unanimously.

DISCUSS REQUEST FOR PROPOSAL (RFP) FOR A NEW FIRE TRUCK: Mayor Harvey stated the next item of business is to discuss an RFP for a new fire truck. Mayor Harvey requested Chief Robbie Lathem to provide additional information on this item. Chief Lathem explained he received a letter from Marion concerning a dramatic increase in pricing after the first of the year. They are concerned about the material to build the chassis. Robbie explained he contacted a finance company Marion recommended, and they recommended setting up credit and not locking in the rate until two months before delivery. So they're not going to give us an actual price until we do an RFP. Council Member Joe Money, Jr. asked how many RFP's would be sent out. Robbie stated, "We have narrowed it down to two companies." Council Member David Ford asked when will we have to make the first payment on the truck. Robbie stated, "She is telling me if you finance, lock your rate in two months before delivery. They can put that off fifteen or sixteen months." Council Member Money commented the gamble is you don't know what the interest rate will be. Mayor Harvey asked if this particular truck would fit in the firehall. Robbie stated, "Two trucks will, three will not." Mayor Harvey asked if there was a way to find out the cost without doing an RFP. Assistant Chief David Emery commented we could put the RFP out, and anyone can bid on it. They are not letting us know anything on the price. They are waiting for the RFP to go out to bid on it. Council Member Dana W. Mosley asked about the possibility of grants. Robbie explained the government would give you money for what they want you to have, not what you want. Mayor Harvey stated, "We need to work more on financing and how we are going to budget over the next two to three years. Council Member David Ford asked if we don't purchase one will it affect our ISO rating. David stated, "It could if one of the trucks goes out of service. The truck we are replacing is thirty-three years old." Mayor Harvey asked if the rating was based on newer trucks. David stated, "It is based on having three apparatus." Council Member Money asked if we put out an RFP, they realize they are in competition with someone else. City Attorney Albert Palmour commented if you put out an RFP and it specifies a particular truck, then it is as specific as they have. Most of the time, you would want to put out a general RFP so more people will bid on it. You are not required to accept the lowest bid. David explained the items listed in the RFP are available to all manufacturers. Mayor Harvey asked how long the bid process would take. Purchasing Agent Trey Goble stated, "We could have an RFP prepared within a week or so based off specifications Robbie has provided." Trey explained we would run the bid process for roughly a month to advertise it so all vendors interested could see it. Council Member Dana Mosley made a motion to move forward with the RFP for a new fire truck. The motion was seconded by Council Member David Ford and carried unanimously.

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INFORMATION TECHNOLOGY/PURCHASING CLERK: Mayor Harvey stated the next item of business is to consider approving the creation of a position for an Information Technology/Purchasing Clerk as a G13. Mayor Harvey noted this job would be mainly clerical. The duties would consist of data entry, filing, helping with purchase orders and receipts. Council Member David Ford asked exactly what will they do. Mayor Harvey read the job description. Council Member Dana W. Mosley asked did we not just change his job duties and give him a raise. City Manager Janice Galloway explained he has took on the meter problems, and he is making progress. He has got a lot of the bad meters replaced, and he is working on a program to keep up with the supplies the city purchases and when they are used. We need to have a paper trail, which we currently don't have. Also, you have asked that he set up cameras around the park and other areas. Council Member Mosley asked if G-13 is entry-level pay. City Manager Galloway stated, "\$13.84 is the starting. That is the first step. It will be according to who we hire and the experience and knowledge they have in that position." Council Member Ford asked once he gets all of the other projects done, will the position still be needed. City Manager Galloway commented usually, with the city, something always follows. Mayor Pro Tem Zachary Martin asked who is doing the job now. City Manager Galloway stated, "He is doing all of it." Council Member Mosley asked City Manager Galloway if she could get someone part-time. City Manager Galloway stated, "We can hardly find someone to work full-time." Council Member Joe Money, Jr. made a motion to approve the creation of a position for an Information Technology/Purchasing Clerk as a G13. The motion was seconded by Council Member David Ford and passed 3 to 1. Council Member Dana W. Mosley voted in opposition. A copy of the job description is attached and becomes part of the minutes.

COMPETITION ATHLETIC SURFACES: Mayor Harvey explained approval is needed for payment of \$14,100 to Competition Athletic Surfaces, Inc. for surfacing Fairway basketball courts. Mayor Harvey explained the courts have issues, and they need resurfacing. Council Member Dana W. Mosley made a motion to approve payment of \$14,100 to Competition Athletics for surfacing of the Fairway basketball courts. The motion was seconded by Council Member David Ford and carried unanimously.

RELOCATION OF A HOUSE TO HIGHLAND AVE: Mayor Harvey stated the next item of business is to consider approving moving a house into an area with historic overlay on Highland Ave. Mayor Harvey requested Code Enforcement Officer Joey Norton to provide additional information on this item. Joey explained the lot is large enough for the house, but it is in the historical overlay area, it is R-2 residential, but it has been a vacant lot for five years. Joey stated a moving company would move the home, and I will oversee the setup. Mayor Harvey noted this would be located at 102 Highland Ave. City Attorney Albert Palmour asked if they would be required to meet all the codes. Joey stated, "Yes, everything will have to be brought up to codes." Council Member David Ford made a motion to approve the relocation of a home to 102 Highland Ave. The motion was seconded by Council Member Joe Money, Jr. and carried unanimously.

PURCHASE AND INSTALLATION OF RAS PUMP #2 AT THE WASTEWATER TREATMENT PLANT: Mayor Harvey stated the next item of business is to approve the purchase of RAS pump #2 at the wastewater treatment plant for \$12,998 from GoForth Williamson, Inc. Mayor Harvey requested wastewater treatment plant supervisor Chris Tuggle to provide additional information on this item. Chris explained we knew this pump was going out, and it was put in the budget to be paid from SPLOST. Council Member David Ford made a motion to approve the purchase of a RAS pump #2 from GoForth Williamson, Inc. for \$12,998. Mayor Pro Tem Zachary Martin seconded the motion, which carried unanimously.

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PURCHASE OF 25HP AERATOR: Mayor Harvey stated the next item of business is to consider approving the purchase of a 25hp aerator from Aqua-Aerobic Systems, Inc in the amount of \$13,499 for the wastewater treatment plant to be paid from maintenance and materials. Chris Tuggle stated this aerator went out a couple of weeks ago, and you can not get parts to repair them. Council Member David Ford made a motion to approve the purchase of a 25hp aerator in the amount of \$13,499. The motion was seconded by Mayor Pro Tem Zachary Martin and carried unanimously.

EXECUTIVE SESSION – OPEN: Mayor Harvey stated an Executive Session is needed to discuss possible litigation and land acquisition. Council Member David Ford made a motion to enter into Executive Session. Mayor Pro Tem Zachary Martin seconded the motion, which carried unanimously. The regular meeting was closed at 6:36 p.m.

Mayor Harvey announced there would be a five-minute break before the Executive Session.

EXECUTIVE SESSION – CLOSED: Mayor Pro Tem Zachary Martin made a motion to close the Executive Session and reopen the regular meeting. Council Member Joe Money, Jr. seconded the motion, which carried unanimously. The Executive Session was closed at 7:38 p.m. Mayor Harvey announced no action was taken during the Executive Session. Mayor Harvey reported the City Managers' evaluation was satisfactory.

PUBLIC COMMENTS: Mayor Harvey opened the meeting for public comments.

JASON ESPY: Jason Espy with *The Summerville News* asked if there were any changes to the City Manager's contract. Mayor Harvey stated, "We have not finished the contract." Jason asked if it was up soon. Mayor Harvey stated, "Yes, we will be working on that and hopefully will have that by November 1."

Jason asked if the city hired a company to look at the flooding in the downtown area. Mayor Harvey explained they are supposed to look at culverts and things the city needs to do to clean culverts and streams to ensure we follow EPD regulations. Jason questioned the DOT doing the same work. Mayor Harvey stated, "I don't think the DOT will be doing the same thing. But, they will offer suggestions." Mayor Harvey asked if the company the city is going to hire will coordinate with DOT. City Manager Galloway explained they would get the Federal and State permits.

Jason asked if the city is going to remove the historic overlay. Mayor Harvey stated, "We are looking at changes. Right now, we have not removed it." We do want conformity and uniformity. We don't need to be old-fashioned. We want things to look good. Council Member Joe Money, Jr. stated, "We don't want to impede progress." Jason asked how you translate that when someone else comes along that wants something. How do you define it and put it on paper? Mayor Harvey stated, "We need to look at that, and what we want to do, and how we want to do it." City Manager Janice Galloway stated they need to start with showing the design to Council. Council Member Joe Money, Jr. commented what is historical to some might not be to others.

Code Enforcement Joey Norton suggested taking pictures of the downtown corridor to have in the future of what it looked like at this time.

ADJOURN: With all business concluded, Council Member Dana W. Mosley made a motion to adjourn. Mayor Pro Tem Zachary Martin seconded the motion, which carried unanimously. The meeting was adjourned at 7:51 p.m.

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HARRY HARVEY – MAYOR

Attest:

ANGIE WHITE – CITY CLERK