

CITY OF CORNELIA

MINUTES OF COMMISSION MEETING

MARCH 7, 2017

The Cornelia City Commission met in a Workshop Session on Tuesday, March 7, 2017 at 5:30 PM in the Conference Room at City Hall. Mayor Irby called the meeting to order with the following members present: Commissioners Don Bagwell, Tony Cook, Wesley Dodd, Jr., and Janice Griggs. Also present: City Attorney Steve Campbell, City Manager Donald Anderson, Jr., Human Resource Manager Diane Feorino, and Secretary to the City Commission Janie N. Henderson.

City Manager Anderson introduced each item on the agenda and further explanation was given if needed.

2017 CDBG Project – He explained that the Public Hearing will be held on Tuesday, March 14, 2017 at 2 PM to provide for public input. The Mayor and Commission are not required to attend. A called meeting will need to be conducted after that date to take action to apply for the grant. The deadline to apply is April 1<sup>st</sup>. The Called Meeting was scheduled for Thursday, March 16, 2017 at Noon.

A Planning Retreat was set for Saturday, April 29, 2017 from 9 AM to 1 PM at the Depot. The meeting will be posted.

Judy Taylor, Executive Director of the Habersham Chamber of Commerce, presented the Hotel/Motel Tax Report for the 4<sup>th</sup> quarter of 2016. A copy of her report is made an integral part of these minutes.

Commissioner Bagwell made the motion to close the meeting and enter into Executive Session at approximately 6:25 PM to discuss Personnel and Real Estate; seconded by Commissioner Cook. Approved 4 – 0.

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

The meeting was adjourned at approximately 6:55 PM and the Mayor and Commissioners proceeded to the Municipal Court Room for the Regular Meeting.

---

Janie N. Henderson, Secretary to the  
City Commission

---

James C. Irby, Jr., Mayor

City of Cornelia

MINUTES OF COMMISSION MEETING

MARCH 7, 2017

The Cornelia City Commission met in Regular Session on Tuesday, March 7, 2017 at 7:00 PM in the Municipal Court Room. Mayor Irby called the meeting to order with the following members present: Commissioners Don Bagwell, Tony Cook, Wesley Dodd, Jr., and Janice Griggs. City Attorney Steve Campbell, City Manager Donald Anderson, Jr., Community Development Manager Jessie Owensby, Human Resource Manager Diane Feorino, and Secretary to the City Commission Janie N. Henderson.

Commissioner Bagwell gave the invocation and Mayor Irby led the Pled of Allegiance.

Approval of the Agenda - Commissioner Dodd made the motion to approve the agenda by adding under New Business the Appointment to the Downtown Development Board; seconded by Commissioner Griggs. City Manager Anderson stated that an Executive Session was held during the Workshop to discuss Personnel and Real Estate matters, but no action was taken. Approved 4- 0.

Commissioner Cook made the motion to approve the February 7, 2016 Regular Commission Meeting Minutes as submitted; seconded by Commissioner Bagwell. Approved 4 – 0.

Community Development Report - Community Development Manager Jessie Owensby presented her report outlining things accomplished for February and highlighting upcoming events. A copy of her report is made an integral part of these minutes.

Public Forum – Ignatius Sterghos a resident of Ward 4 had some questions about the default of the note by Natalie Jane’s and he wanted to know if the taxpayers were going to have to cover the difference. City Manager Anderson explained that it is a DDA note and they are taking care of it and the property has been sold . If he has any questions concerning this matter he needs to talk to them. The only way the taxpayers would pay anything is if the DDA defaulted on the loan.

Ordinance 02-17-01, Amendment to Chapter 6 of the Alcohol Ordinance - City Manager Anderson advised that the Ordinance has been posted and we have received no comments from the Public. Commissioner Bagwell made the motion to adopt Ordinance 02-17-01, Amending Chapter 6 of the Alcohol Ordinance as noted; seconded by Commissioner Dodd. Approved 4 -0.

Commissioner Dodd made the motion to approve the Consent agenda, which includes: (1) City Manager’s Monthly Report. and (2) Lease Agreement with the Habersham Historical Society for the Ballard Center.; seconded by Commissioner Cook. Approved 4 – 0.

Hoyt Street Traffic Study – City Manager Anderson explained that there have been 24 traffic accidents on Hoyt Street between Wayside Street and Level Grove Road since January 2014. He said as a result of this he had Carter & Sloope conduct a traffic study in order to make recommendations on how to make Hoyt Street safer. The report is attached and made an integral part of these minutes. We are in the process of making the minor changes as recommended, but there are 2 fairly significant changes that need approval. We are recommending the intersection of Hoyt and Galloway Streets be changed to a 4-way stop and the intersection of Hoyt and Wayside Streets be changed to a 4-way stop as well. Commissioner Dodd made the motion to approve the recommendation to make these 2 intersections into 4-way stops for the public's safety; seconded by Commissioner Griggs. Approved 4 – 0.

Ordinance 03-17-01, Amendment to the Minimum Development Standards – City Manager Anderson explained that our Minimum Development Regulations is a working ordinance that will change as industry standards change or we find other methods that assure that the infrastructure that we will eventually be responsible for is the best that it can be. The recommended changes are as follows: Article IV. These changes have to do with the method used to determine the asphalt density and thickness using techniques that have been recommended by Carter & Sloope. Article VI. These changes are a result of the new water meter system that the city will be installing. Developers will be required to install water meters that are the same as the rest of the city's water system. And Article VII. This change will require that all fire sprinkler systems have a detector meter or a fire meter. This is to assure that the water in this line is not being used for other purposes. Commissioner Cook made the motion to post Ordinance 03-17-01, Amendment to Minimum Development Regulations; seconded by Commissioner Bagwell. Approved 4 – 0.

City Park Walking Trail – The 2017 Budget has funding allocated to widen and resurface the walking trail at City Park from the playground to the first wooden bridge (the first section which was built). The low bid was from Whitfield Asphalt Paving Company in the amount of \$42,610. Commissioner Dodd made the motion to award the contract to Whitfield Asphalt Paving Company for \$42,610 for the widening and resurfacing of the City Park Walking Trail; seconded by Commissioner Cook. Approved 4 – 0.

2017 CDBG Project – City Manager Anderson stated the attached proposal from Carter & Sloope is for the engineering of our 2017 CDBG Project which will be a sewer and drainage project with an estimated cost of \$2.1 million. If we receive the grant the cost for their services for this project will be \$301,500, which is built into the cost of the project. Commissioner Dodd made the motion to accept the proposal from Carter & Sloope for the engineering services for the 2017 CDBG Project in the amount of \$301,500; seconded by Commissioner Cook. Approved 4 – 0.

Appointment of Downtown Development Authority – City Manager Anderson explained that Bill Lloyd's term on the DDA expires on April 30, 2017. The Board has nominated Melany Ward with the North Main Credit Union to replace Mr. Lloyd and her term will run from May 1, 2017 to April 30, 2023. Commissioner Bagwell made the motion to approve the appointment of Melany Ward to the DDA Board for May 1, 2017 to April 30, 2023; seconded by Commissioner Griggs. Approved 4 – 0.

Mayor Irby stated that Personnel and Real Estate was discussed during Executive Session earlier, but no action was taken.

Mr. Sterghos said he wanted to thank Mr. Anderson and staff for working with VFW Club who will be holding an event in City Park on May 13<sup>th</sup> to benefit disabled veterans.

Commissioner Bagwell made the motion to adjourn the meeting at approximately 7:25 PM; seconded by Commissioner Dodd. Approved 4 – 0.

---

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

---

James C. Irby, Jr., Mayor

STATE OF GEORGIA  
COUNTY OF CORNELIA

**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).
- (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.

\_\_\_\_\_  
James C. Irby, Jr. Mayor, City of Cornelia

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

\_\_\_\_\_

Notary Public