



City of Jasper
 200 Burnt Mountain Road
 Jasper, GA 30143
 MINUTES | WORK SESSION
 Thursday, March 28, 2024, 6:00 PM

MEMBERS PRESENT
 Mayor Kirk Raffield
 Dr. Folsom C. Proctor, III
 John Foust
 Jim Looney
 Anne Sneve
 Brandon Hannah

STAFF
 Lorrie Waters
 Mary Elizabeth Burgess
 Lindsey Williams
 John Sherrer
 Josh Davis

GUESTS IN ATTENDANCE
 Jason Little

MEMBERS ABSENT

LEGAL COUNSEL
 David Syfan - absent

PRESS
 Mari Livsey - KnowPickens

AGENDA ITEM: Call Meeting to Order/Invocation/Pledge of Allegiance		PRESENTER: Mayor Kirk Raffield
Mayor Raffield called the meeting to order. Mayor Raffield called on Councilmember Jim Looney to verify that a quorum was present. Councilmember Jim Looney confirmed that a quorum was present.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None	N/A	N/A

AGENDA ITEM: Adopt Agenda		PRESENTER: Mayor Kirk Raffield
CONCLUSION: Mayor Raffield called for a motion to adopt the agenda. Councilmember Jim Looney made a motion to approve. Councilmember John Foust provided a second. The motion to approve passed unanimously.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: Presentation Only		PRESENTER: Mary Elizabeth Burgess – Planning and Development Director
Presentation: Rezoning of 268 Hood Road from M-1 General Industry to C-2 General Commercial.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/A	N/A	N/A

AGENDA ITEM: New Business #1 Discussion & Consideration of Pioneer Road Improvements Bid Package Award		PRESENTER: Mary Elizabeth Burgess – Planning and Development Director
Discussion: Discussed awarding the contract to Johnson Paving, LLC. Advance to the regular council meeting? <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No Move to Consent Agenda? <input type="checkbox"/> Yes or <input checked="" type="checkbox"/> No Additional Information Needed? <input type="checkbox"/> Yes or <input checked="" type="checkbox"/> No		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Moved to Regular Council Meeting on 04/01/2024	N/A	N/A

AGENDA ITEM: New Business #2 Discussion & Consideration of Ordinance Revisions		PRESENTER: Mary Elizabeth Burgess – Planning and Development Director	
Discussion: Discussed suggested ordinance revisions. The council requested two items be removed for further discussion: 95 – Signs and Division 5.2 Use Classifications – Section 94 -50 Use Tables. Remaining ordinances were moved to the regular council meeting.			
Advance to the regular council meeting? <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No			
Move to Consent Agenda? <input type="checkbox"/> Yes or <input checked="" type="checkbox"/> No			
Additional Information Needed? <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Moved to Regular Council Meeting on 04/01/2024		N/A	N/A

AGENDA ITEM: New Business #3 Discussion & Consideration of Take-Home Vehicle Policy		PRESENTER: Kim Goldener – Interim City Manager Mayor Raffield	
Discussion: Discussed the only change to this policy was a signature line.			
Advance to the regular council meeting? <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No			
Move to Consent Agenda? <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No			
Additional Information Needed? <input type="checkbox"/> Yes or <input checked="" type="checkbox"/> No			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Moved to Consent Agenda on 04/01/2024		N/A	N/A

AGENDA ITEM: New Business #4 Discussion & Consideration of Pay Scale Adjustment		PRESENTER: Chief John Sherrer – Fire Department	
Discussion: Chief Sherrer explained the need to adjust the Fire Captain/Fire Marshal pay range to provide to account for training and progression of rank.			
Advance to the regular council meeting? <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No			
Move to Consent Agenda? <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No			
Additional Information Needed? <input type="checkbox"/> Yes or <input checked="" type="checkbox"/> No			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Moved to Consent Agenda on 04/01/2024		N/A	N/A

AGENDA ITEM: New Business #5 Discussion & Consideration of Concrete Replacement Project		PRESENTER: Chief John Sherrer – Fire Department	
Discussion: Chief Sherrer provided an explanation and pictures of how the concrete apron in front of the fire station is breaking down and needs replacing.			
Advance to the regular council meeting? <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No			
Move to Consent Agenda? <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No			
Additional Information Needed? <input type="checkbox"/> Yes or <input checked="" type="checkbox"/> No			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Moved to Consent Agenda on 04/01/2024		N/A	N/A

AGENDA ITEM: New Business #6 Discussion & Consideration of FEMA Safer Grant		PRESENTER: Chief John Sherrer – Fire Department
Discussion: Chief Sherrer explained what and how this FEMA Safer Grant would provide the Fire Department with assistance in meeting the requirements of NFPA 1710. Advance to the regular council meeting? <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No Move to Consent Agenda? <input type="checkbox"/> Yes or <input checked="" type="checkbox"/> No Additional Information Needed? <input type="checkbox"/> Yes or <input checked="" type="checkbox"/> No		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Moved to Regular Council Meeting on 04/01/2024	N/A	N/A

AGENDA ITEM: New Business #7 Discussion & Consideration to Purchase a Utility Task Vehicle (UTV) for Public Works Department		PRESENTER: Josh Davis – Public Works Superintendent
Discussion: Discussed the need for this UTV to assist around the parks and with Downtown Live Events in collecting trash and distribution of small equipment. Advance to the regular council meeting? <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No Move to Consent Agenda? <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No Additional Information Needed? <input type="checkbox"/> Yes or <input checked="" type="checkbox"/> No		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Moved to Consent Agenda on 04/01/2024	N/A	N/A

AGENDA ITEM: New Business #8 Discussion & Consideration to Purchase a Tractor with bush hog and batwing attachments for Public Works Department		PRESENTER: Josh Davis – Public Works Superintendent
Discussion: Josh Davis explained the need for this tractor to replace an aging piece of equipment which is in continuous need of costly repairs. Advance to the regular council meeting? <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No Move to Consent Agenda? <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No Additional Information Needed? <input type="checkbox"/> Yes or <input checked="" type="checkbox"/> No		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Moved to Consent Agenda on 04/01/2024	N/A	N/A

AGENDA ITEM: New Business #9 Discussion & Consideration of an Annual Maintenance Plan Contract with American Tank Company		PRESENTER: Kim Goldener – Interim City Manager Mayor Raffield
Discussion: Council discussed the tank maintenance contracts and moved to place them on the next council meeting agenda for further discussion. Advance to the regular council meeting? <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No Move to Consent Agenda? <input type="checkbox"/> Yes or <input checked="" type="checkbox"/> No Additional Information Needed? <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No – Questions for City Attorney		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Moved to Regular Council Meeting on 04/01/2024	N/A	N/A

AGENDA ITEM: New Business		PRESENTER: Mary Elizabeth Burgess – Planning & Development Director
#10 Discussion & Consideration of Jasper City Hall ADA Parking Task Order #8		
Discussion: Ms. Burgess explained the need to have improved ADA parking at the front of City Hall. Advance to the regular council meeting? <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No Move to Consent Agenda? <input type="checkbox"/> Yes or <input checked="" type="checkbox"/> No Additional Information Needed? <input type="checkbox"/> Yes or <input checked="" type="checkbox"/> No		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Moved to Regular Council Meeting on 04/01/2024	N/A	N/A

AGENDA ITEM: Adjourn		PRESENTER: Mayor Kirk Raffield
Discussion: Conclusion: Mayor Raffield called for a motion to adjourn. Councilmember Jim Looney made a motion to approve. Councilmember Anne Sneve provided a second. The motion to approve passed unanimously.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Adjourn	N/A	N/A



 Mayor, Kirk D. Raffield



 City Clerk, Lorie Waters

