

MINUTES
REGULAR CALLED
COUNCIL MEETING
Via Google Zoom
Monday, May 4, 2020

Members Present:

Mayor Steve Lawrence
Dr. Sonny Proctor
Kirk Raffield
John Foust
Anne Sneve
Jim Looney

Staff:

Brandon Douglas
Lindsey Williams
Lonnie Waters

Guests in Attendance:

no sign in – zoom participants
Wayne Reece

Members Absent:

None

Legal Counsel:

David Syfan

Press:

Mari Livsey

Angela Reinhart

Mayor Lawrence asked Council member Looney if he recognized a quorum. See a quorum, Mayor Lawrence recognized meeting as opening. He requested Lonnie Waters to provide the invocation. He requested Council Member Raffield to lead the Pledge of Allegiance.

Mayor Lawrence advised that an agenda is in front of them and he entertained a motion to adopt the agenda. Council member Sneve made motion to adopt the agenda with Council member Looney providing second. Motion to approve carried unanimously.

Mayor Lawrence stated that Council has the minutes from the April 6, 2020 regular meeting and he entertained a motion. Council member Raffield provided motion with Council member Looney providing second. Motion to approve carried unanimously.

Mayor Lawrence recognized Old Business for a request for special event on Main Street for car show from Donnie Fowler. Mayor asked if Mr. Fowler was present and Council member Sneve stated that Mr. Fowler was not here tonight and she requested that the item be removed and should they desire to bring it forward later they could do so. Mayor Lawrence asked legal if tabling is in order and Mr. Syfan advised that it would be prudent to table until such time as the applicant requests. Council member Looney provided motion to table with Council member Sneve providing second. Motion to approve tabling passed unanimously.

Mayor Lawrence recognized the next item as consideration and approval of Ordinance No. 2020-12 for 858 Old Philadelphia Road Unit #102 for SLUP and asked Brandon Douglas to address. Brandon Douglas provided background on the item insomuch as the previous meeting, it was considered and approved for introduction of the ordinance and this item is the final consideration. No further updates from the April 6th meeting. Mayor Lawrence asked for a motion with Council member Raffield providing with Council member Sneve providing second. Motion to approve passed unanimously.

Mayor Lawrence recognized the next item as consideration and approval of playground equipment at City Park through monies encumbered through assignment of fund balance and asked Council member Sneve and Council member Foust to bring the matter forward. Council member Sneve advised that there were 3 different quotes provided and Council member Sneve requested that she makes a motion to approve the local vendor (Southeast Outdoors Solutions) up to \$55,000 with Council member Raffield providing second. Council member Foust wanted to reiterate the fact that the City was spending and supporting local. Motion to approve passed unanimously.

Mayor Lawrence recognized the next item as consideration and approval of the rights-of-way purchase of 0.24 acres of Parcel No. JA12 075 for \$35,000 for the road improvement project and to authorize Mayor and/or City Manager to execute necessary documents as approved by the City Attorney and asked Brandon Douglas to address the matter. Brandon Douglas advised that this item was moved forward during the last quarter of 2019 whereupon there was direction provided by the elected to

finalize this item and to prepare for final approval. Further background information provided. Legal has completed the necessary legal documents and the monies would be expended from the SPLOST (2014). Mayor Lawrence asked for motion with Council member Raffield providing motion with Council member Sneve providing second. Motion to approve as presented passed unanimously.

Mayor Lawrence recognized the next item as a Public Hearing for a request of a text amendment to the Jasper Zoning Ordinance for inclusion of a new zoning district of Dense Residential In-Fill (DRI-6) and asked David Syfan to address with Brandon Douglas to follow. David Syfan advised that this item was a zoning text amendment and that this is in essence was changing a district that would allow for up to 6 residential units on up to an acre of land. Conceptually, it would allow smaller houses on smaller lots. The amendment would still allow the elected to use the zoning standards to determine if a property would allow for the zoning district. Further discussion provided. Brandon Douglas advised that periodically there is the need to evaluate the zoning ordinance and therefore staff in concert with the elected are setting this proposed matter forward. Further discussion provided. Mayor Lawrence asked the public if they would like to speak and specifically requested Mr. Wayne Reece to speak on this matter. Mr. Reece advised that he was appreciative of the work conducted on this proposed district. Further information provided on this matter. Mr. Reece further provided information that should this be approved he would like to provide a demonstration. Mayor Lawrence asked if there was anyone in the public to request to speak and Brandon Douglas advised that there were no persons requesting and unmuted all parties. No persons requested or spoke on the matter. Mayor Lawrence asked Mr. Reece he would like to provide permission to change the requested rezoning of to DRI-6 of his matter. He consented. Mayor Lawrence asked for a motion for the text amendment with Council member Foust providing and Council member Raffield provided second. Motion to approve passed unanimously.

Mayor Lawrence recognized the next item as a public hearing for a consideration of request to rezone Parcel No. JA11023 at 26 Hickory Street from R-1 to DRI-6 (previously modified in above item) and asked Brandon Douglas to address. Brandon Douglas provided the background on the item to provide an opportunity to work with staff, applicant and the elected. There was a request to hold a public hearing therefore we are in compliance. Mayor Lawrence asked Lonnie Waters for any comments and he advised that letter, signs, ads were in proper order. Mayor Lawrence asked for a motion with Council member Looney providing with Council member Proctor providing second. Council member Proctor asked legal to speak on the procedure of this item and how it relates to the text amendment. David Syfan provided information. Motion to approve (1st reading) passed unanimously.

Mayor Lawrence recognized the next item as consideration and approval of Ordinance No. 2020-15 for a text amendment to the Jasper Zoning Ordinance for inclusion of a new zoning district of Dense Residential In-fill (DRI-6) and asked if this is the same as above. Brandon Douglas advised that this item along with the next item was under the public hearing and since action was taken "out of" the public hearing then we have addressed New Business A & B.

Mayor Lawrence recognized the next item (Item C) as consideration of Ordinance No. 2020-13 for request to rezone Parcel No. 041 062 at Hwy 53 West from C-2 to R-3 and asked Brandon Douglas to address. Brandon Douglas advised that the applicant was in attendance. Brandon Douglas provided a background on the item as presented at the Planning and Zoning meeting and advised of no public input from the public hearing. Brandon Douglas advised that the land use consulting firm from Clark Patterson Lee (Rebecca Keefer) provided the staff analysis and that the applicant provided a presentation and that the Planning and Zoning Commission recommended approval unanimously for rezoning to Mayor and Council. Brandon Douglas asked Rebecca Keefer with CPL to provide the staff analysis. Discussion provided on the background of the project relative to a request to rezone from C-2 to R-3 for multi-family for a 76-unit age restricted multi-family housing development. The current site of 6 acres of undeveloped land located along Hwy 53. There have been efforts made to coordinate with the airport and it has been determined that it is an incompatible use relative to the FAA guidelines. Further information provided. The concept is for 3 – 2 story buildings with a 4th building as an amenity building as documented on the site plan. The analysis as required by the criteria identified this property as being located in the West Jasper Gateway Corridor character area and seeks development as a mix of uses. Residential is a potential but qualifies it as in appropriate area. The adjacencies of other land uses and the state route finds that this request is incompatible with the comprehensive plan and recommends denial of this application but there are items for consideration should a decision be made to approve. Further discussion provided. Mayor Lawrence asked Mrs. Preston representing the applicant to present. Mrs. Preston provided a power point presentation as she is representing TISHCO properties and both the developer and the consultant as well as experts are available as well as the owner of the property. This is a 62 and over senior apartment community (club living). Further information presented visually. Mayor Lawrence asked the elected of any questions. Council member Proctor advised that he would like to make some comments relative to the land use of this area is

commercial. Some of the properties that are larger tracts of land with houses on them have been waiting for the continuing building of commercial along Camp Road and SR 53. Further discussion provided. Mayor Lawrence asked for any further comments. Lonnie Waters provided comments relative to no calls provided from the public either for or against. Further comments provided by Brandon Anderson relative to the commercial potential from a marketing of the property. Mr. Anderson provided comments about the property and the marketability of the property. Mayor Lawrence asked for a motion. Council member Raffield provided motion to deny with Council member providing second from Council member Sneve. Motion to not approve rezoning was unanimous.

Mayor Lawrence recognized the next item as consideration of Ordinance No. 2020-14 for request to rezone Parcel No. 030C 050 at 1067 Philadelphia Road from C-2 to R-3 and asked Brandon Douglas to address. Brandon Douglas advised that this item was on the P&Z commission meeting and a public hearing was conducted and Rebecca Keefer with Clark Patterson Lee will provide the staff report / analysis. A synopsis of the P&Z meeting included the applicant providing a presentation and there were no public comments and the commission recommended unanimous approval to move forward to the Mayor and Council. Brandon Douglas asked Rebecca Keefer to provide remarks per the staff report. Rebecca Keefer with CPL advised that the applicant is requesting to rezone the property from C-2 to R-3 with property just over 8 acres for the proposed 80-unit senior apartment development. The development is proposed off Philadelphia Road in one building with the parking lot wrapping around the building. Using the zoning criteria it was recommended approval of the proposed project given that the property is within the suburban infill character area and the area supports the proposed project and the surrounding land uses are compatible and the approval has 4 conditions for development shall be in conformance with the development standards of the ordinance and as depicted in the site plan and the project shall be connected to future adjacent developments and soft surface trails and sidewalks. Mayor Lawrence asked the applicant to provide comments. Philip Searles provided comments and presented a visual depiction of the proposed development along with the site plan. Further information provided and the applicant was receptive of staff recommendation and conditions. Mayor Lawrence asked for a motion with Council member Raffield making motion to approve with conditions as discussed with Council member Looney providing second. Motion to approve with conditions passed unanimously.

Mayor Lawrence recognized the next item as consideration and approval of Resolution No. 2020-01 for the 2019 amended final budget for the City of Jasper and asked Brandon Douglas to address. Brandon Douglas advised that procedurally staff is preparing for the 2019 audit that will be presented to the elected during the June Meeting. As such, the 2019 final amended budget is prepared for consideration and approval. Lindsey Williams provided comments that this is needed for the audit and if there are any questions she can expound upon the information as provided in the packet. Council member Looney provided motion to approve with Council member Raffield providing second. Motion to approve passed unanimously.

Mayor Lawrence recognized the next item as consideration and approval of City Manager Employment Agreement Extension and Mayor Lawrence advised that he would be supportive of this action and asked David Syfan to address. David Syfan advised that in the packet, there is an extension agreement and it is ready for approval. Council member Looney provided motion to approve with Council member Proctor providing second. Motion to approve passed unanimously.

Mayor Lawrence recognized the next item as consideration and approval of the job descriptions for Finance Director/City Clerk; Deputy Finance Director; Deputy City Clerk; Customer Service Manager; Human Resource Director; Custodian; Customer Service Representative; Deputy Court Clerk/Administrative Assistant; Administrative Assistant in Development Department; Assistant Police Chief; Locator/Special Projects Coordinator; Meter Reader and asked Council members Looney and Sneve to address. Council member Looney advised that these descriptions were requested at the previous meeting and there will be more forthcoming and he provided motion to approve with Council member Sneve providing second. Motion to approve passed unanimously.

Mayor Lawrence recognized the next item as consideration and approval of City of Jasper employee evaluation form and asked Council members Looney and Sneve to address. Council member Looney advised that this item is a simplified evaluation form and it is consistent with Council's desire to provide the employee and the employer to have an annual discussion about expectations and he provided a motion to approve with Council member Raffield providing second. Motion to approve passed unanimously.

Mayor Lawrence recognized the next item as consideration and approval of Resolution No. 2020-02 for Temporary Moratorium on rezoning and asked Brandon Douglas to address. Brandon Douglas advised

that during last month's meeting it was approved to engage Clark Patterson Lee to aid efforts to examine the zoning ordinance and as such, it was determined that it would be prudent to pause rezonings to afford the city to work on the zoning ordinance. David Syfan provided legal insight into the matter. Further information provided relative to the procedure and to advise that this is scheduled for 180 days. Mayor Lawrence asked for motion with Council member Proctor providing motion with Council member Sneve providing second. Motion to approve passed unanimously.

Mayor Lawrence recognized the next item as consideration and approval of Letter of Intent for Underwriting/Placement Agent and asked Brandon Douglas to address. Brandon Douglas advised that this item is a requirement should the desire to engage the professional services of a firm such as Raymond James to assist in evaluating the City's existing debt. Further information provided. Mayor Lawrence asked for a motion with Council member Raffield providing and Council member Looney providing second. Motion to approve passed unanimously.

Mayor Lawrence recognized the next item as consideration and approval of repairs (transmission) to dump truck (CJ1) and asked Brandon Douglas to address. Brandon Douglas advised that staff's original intent of implementing a fleet management program has been put on hold during the pandemic and there is the need to make necessary repairs in order to ensure continued operations. As such, there is the need to expend money. Although there is a quote for Parks Truck Center for \$3,814.67 and Wormy's Truck Repair of \$7,500, staff is looking for approval of not to exceed \$5,000 since there's a difference in the 2 quotes. Mayor Lawrence asked for a motion with Council member Raffield providing and Council member Sneve providing second. Motion to approve passed unanimously.

Mayor Lawrence recognized the next item as consideration and approval of streaming current monitor for the Water Treatment Plant and asked Brandon Douglas to address. Brandon Douglas advised that this item is a device that monitors water as it comes into the plant and it calibrates the chemicals accordingly and in compliance with the clean water standards. The existing device needs replacing and rather than purchasing a new one for \$20,000 or repairing the existing one for \$16,000 it is recommended to purchase a refurbished one that is \$5,000. Mayor Lawrence asked for a motion with Council member Foust providing and Council member Sneve providing second. Motion to approve passed unanimously.

Mayor Lawrence recognized the next item as consideration and approval of asphalt/concrete (driveways) for Grandview Project and asked Brandon Douglas to address. Brandon Douglas advised that the new water line as installed along Grandview required some cuts, etc. to driveways and as a way to replace staff is seeking approval of spending not to exceed \$5,000 for concrete and asphalt work. Mayor asked for motion with Council member Looney providing and Council member Raffield providing second. Motion to approve passed unanimously.

Mayor Lawrence recognized the next item as an Executive Session and asked for Brandon Douglas to explain how this will be accomplished. Brandon Douglas provided information on how executive session will be conducted. Council member Raffield provided motion with Council member Looney providing second and all approved.

Mayor Lawrence asked for motion to come out of executive session with Council member Raffield providing with Council member Looney providing second. Motion to come out of executive session passed unanimously.

Mayor Lawrence recognized Council member Looney and Council Member Looney asked Brandon Douglas to identify the individuals for positions that had earlier been approved tonight and to ask for Council's consideration thereof for the following:

- Finance Director/City Clerk - unfilled
- Deputy Finance Director – Lindsey Williams
- Deputy City Clerk – Tara Benson
- Customer Service Manager – Rachael Childers
- Human Resource Director – Stella Brewer
- Custodian – Paulette Payne
- Customer Service Representative – Ashley Tuneburg
- Deputy Court Clerk / Administrative Assistant – Jill Aszinger
- Administrative Assistant in Development Department – Shauna Coleman
- Assistant Police Chief/Major – Jim Gleason
- Locator / Special Projects Coordinator – Charlotte Fornter

- Meter Reader – Steven Meadow; Casey Williams; Ed Buck; Virgil Chastain (supervisor)

Council member Looney provided motion to approve the above with Council member Raffield providing second. Motion to approved passed unanimously.

Mayor Lawrence recognized committee reports.

Council member Proctor and Council member Raffield – Council member Raffield advised that there was a kickoff meeting with CPL and Council member Dr. Proctor agreed and advised that lots of work being done.

Council member Sneve and Council member Foust – Council member Foust advised that playground equipment approved and excited and the old bank property with the parking has been completed.

Council member Looney and Council member Sneve – Council member Looney advised that draft purchasing policy moving forward and asked for staff to continue moving forward with this item and would like adoption at June meeting.

Council member Foust and Council member Proctor – Council member Proctor was excited about the USDA grant/loan project and Council member Foust reiterated.

Council member Raffield and Council member Looney – Council member Looney advised that happy with Fire Department and their community outreach efforts with the clowns. Council member Raffield happy with all employees adapting during these times.

Brandon Douglas provided financial report as provided in the packets.

Lonnie Waters provided development report.

Police and Fire report are in packets.

Mayor Lawrence asked for motion to adjourn with Council member Looney providing and Council member Foust providing second. Motion to adjourn carried unanimously.

Steve Lawrence
Mayor

Brandon D. Douglas
City Manager/Interim City Clerk

