



City of Jasper
 200 Burnt Mountain Road
 Jasper, GA 30143
 MINUTES | REGULAR MEETING
 Monday, June 6, 2022, 6:00 PM

MEMBERS PRESENT

Mayor Steve Lawrence
 Folsom C. Proctor, M.D.
 Kirk Raffield
 Anne Sneve
 Jim Looney
 John Foust

STAFF

Sonia Jammes
 Kim Goldener
 Charles Jones
 Tara Benson
 David Hall
 Lindsey Williams
 John Sherrer

 Matt Dawkins

GUESTS IN ATTENDANCE

Please see attached

MEMBERS ABSENT

None

LEGAL COUNSEL

R. David Syfan

PRESS

Mari Livsey – KnowPickens
 Angela Reinhardt – Pickens Progress
 Fetch Your News

AGENDA ITEM: Call Meeting to Order/Invocation/Pledge of Allegiance		PRESENTER: Mayor Steve Lawrence	
DISCUSSION: Mayor Lawrence seeing a quorum called the meeting to order. Mayor Lawrence called on Councilmember Kirk Raffield to provide the Invocation. Councilmember Anne Sneve led the Pledge of Allegiance.			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
None	N/A	N/A	

AGENDA ITEM: Adopt Agenda		PRESENTER: Mayor Steve Lawrence	
DISCUSSION: Mayor Lawrence called to adopt the agenda with the amendment of removing COVID Policy from the Consent Agenda.			
CONCLUSION: Mayor Lawrence called for a motion to adopt the revised agenda. Councilmember Sneve made a motion to approve. Councilmember John Foust provided a second. Motion to approve passed unanimously.			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
None	N/A	N/A	

AGENDA ITEM: Approve minutes from May 26, 2022, Work Session		PRESENTER: Mayor Steve Lawrence	
DISCUSSION: Mayor Lawrence called for a motion to approve.			
CONCLUSION: Councilmember Sneve made a motion to approve the minutes from May 26, 2022, Work Session. Councilmember Looney provided a second. Motion to approve passed unanimously.			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
None	N/A	N/A	

AGENDA ITEM: Swearing in of Assistant Police Chief - Mike Davis		PRESENTER: Police Chief Matt Dawkins	
DISCUSSION:			
CONCLUSION: Mayor Lawrence recognized Police Chief Matt Dawkins. Chief Dawkins swore in Assistant Police Chief, Mike Davis in company of his wife, Connie Davis. Mr. Dawkins introduced Mr. Davis, who has been in law enforcement for over 21 years. Mayor and Council welcomed him.			
ACTION ITEMS None	PERSON RESPONSIBLE N/A	DEADLINE N/A	

AGENDA ITEM: Employee Recognition - Greg Buchanan		PRESENTER: Lisa Austin	
DISCUSSION: Mayor Lawrence recognized City of Jasper Employee, Greg Buchanan and Lisa Austin with Chattahoochee Tech. Ms. Austin, his teacher, presented Mr. Buchanan with a certificate of Demonstrating Attainment of Academic Proficiencies and applauded him on the arduous work and dedication in achieving his GED. Stacy Johnson with Human Resources thanked Mayor and Council for letting the city participate in the GED program offered from Chattahoochee Tech with no cost to the city.			
CONCLUSION: Mayor and Council recognized the achievement of Mr. Buchanan.			
ACTION ITEMS None	PERSON RESPONSIBLE N/A	DEADLINE N/A	

CONSET AGENDA ITEMS: Approval of 2021 Budget Amendments Approval of Budget Calendar for 2023 Approval of GMA- GIRMA Annual Firefighters Cancer Program Approval of Uniform Policy		PRESENTER: Mayor Lawrence	
DISCUSSION: Mayor Lawrence called for a motion to approve the Consent Agenda as presented with the removal of COVID policy.			
CONCLUSION: Councilmember Raffield made a motion to approve. Councilmember Sneve provide a second. Motion to approve passed unanimously.			
ACTION ITEMS None	PERSON RESPONSIBLE N/A	DEADLINE N/A	

AGENDA ITEM: Old Business #1 Consideration and approval of alcohol license for Mountain City Outdoor		PRESENTER: Sonia Jammes	
DISCUSSION: City Manager, Sonia Jammes provided background information on the request for Mountain City Outdoor alcohol license. This was brought to council at the April work session to discuss the idea of the type of store they wanted to open. Ms. Jammes asked for any specific questions to be directed to the applicant that is here tonight. Ms. Jammes asked for Council to consider the approval of the alcohol license. Mayor Lawrence called for a motion. After a first and second motion was had opened to the floor for discussion, Councilmember Raffield referred to City Attorney, David Syfan, if this meets the alcohol ordinance requirements with the wine and specialty shops that was previously passed. Mr. Syfan stated that if council wants to allow this business to sell alcohol that the ordinance would need to be amended. Mr. Syfan asked if council would like to allow this type of business to authorize City Manager and himself to work on an amendment to the alcohol ordinance. Mayor Lawrence asked if Councilmember Raffield wanted to amend his motion. Councilmember Raffield stated that his motion is based on the wine specialty ordinance. Mayor called for any further discussion. Councilmember Looney stated that he felt some concern from City attorney and suggested this			

be turned over to Mr. Syfan and Ms. Jammes for discussion and bring back more information. Councilmember Proctor suggested the item be tabled with a definitive end, after further discussion on the food sale requirements.

CONCLUSION:

Mayor Lawrence called for a motion to approve or disapprove of the alcohol license. Councilmember Raffield made a motion to approve as presented. Councilmember Looney provided a second. After discussion Councilmember Looney withdrew his second. Mayor Lawrence stated we have a motion and called for a second motion. With no member coming forward, Mayor Lawrence called for a motion to table until our next regular business meeting. Councilmember Raffield made a motion to approve tabling. Councilmember Sneve provide a second. Motion to table passed unanimously.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None	N/A	N/A

AGENDA ITEM: New Business

#1 Audit Presentation from Rushton Company

PRESENTER: Sam Latimer

DISCUSSION:

Mayor Lawrence recognized Sam Latimer of Rushton and Company to present the 2021 Annual Financial Audit. Mr. Latimer thanked the Finance Department and staff for a fantastic job. Mr. Latimer provide copies of the presentation as well as the Audit Report. Mr. Latimer stated that Rushton Company did issue an unmodified opinion. Mr. Latimer noted to Mayor and Council of the future reporting changes to GASB87 provided in the presentation. Some of the highlights from the 2021, the City of Jasper General Fund experienced a modest increase in revenues (11.9%) with a commensurate increase in expenditures (4.1%). The increase in revenues was a result of unanticipated collections of permits and fines, as well as a slight uptick in taxes due to growth. The City’s Enterprise Funds experienced an increase in revenues of 14.7%. The increase was due to meter installation requests and sewerage tie-ons. The City ended the year with an unassigned fund balance of expenditures of 53.7%. This provides the city with 6.4 months of operating expenses. One of the City’s major improvements in 2021 over 2020 was in its net position. The change was due to an increase in collections in charges for service, taxes, and the first full year accounting of SPLOST revenue. In 2021, the city invested in some major capital assets that will result in more efficient operations. During this audit, the company did not identify any disagreements with management during the processes. Ms. Jammes asked for clarity on pension liability and the process and how it is accounted. Mr. Latimer provide an explanation. Ms. Jammes and Mr. Latimer applauded Finance Director, Lindsey Williams on her hard work on doing such an amazing job.

CONCLUSION:

Councilmember Looney made a motion to accept the audit report. Councilmember Proctor provide a second. Motion to approve passed unanimously.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None	N/A	N/A

AGENDA ITEM: New Business

#2 Consideration and approval of ARPA Funding

PRESENTER: Sonia Jammes

DISCUSSION:

Ms. Jammes provided background information. The City of Jasper received notification that the city was entitled to receive \$1,484,036 under the American Rescue Plan Act (ARPA) Non-Entitlement Unit (NEU) funding. The funding was set to be distributed in two tranches. The first tranche in the amount of \$742,018 was received via ACH on October 1, 2021. The second tranche is anticipated to be received soon. When the original notification was released regarding this funding, City Council had discussions around designating this funding for use towards implementing an Advanced Metering Infrastructure (AMI) project. Ms. Jammes is requesting the ARPA funding to be used towards the Waste-Water Plant Expansion project.

CONCLUSION:

Mayor Lawrence called for a motion to approve the designation of ARPA funding to be used towards the Waste-Water Plant Expansion project. Councilmember Foust made a motion to approve. Councilmember Sneve provide a second. Motion to approve passed unanimously.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
ARPA Funding for WWP Expansion project	N/A	N/A

AGENDA ITEM: New Business #3 Consideration and approval of Tentative Award of Contracts for the USDA WPCP Expansion and Sewerage System Improvements Project, Resolution 2022-06	PRESENTER: Sonia Jammes/Kim Goldener
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DISCUSSION:

Mayor Lawrence recognized Ms. Jammes and Mrs. Goldener. Mayor and Council were provided a list of the bidders. Ms. Jammes and staff are recommending that the city take Turnipseed Engineers recommendations on what bid to accept. Mrs. Goldener reminded Council that the bid was done in two sections. The Plant Expansion and the relocated outfall that was the sixteen-inch force main that leaves the plant and goes to our new outfall on Long Swamp Creek. Mrs. Goldener stated the bids came back significantly higher than anticipated. The Resolution 2022-06 is a contingent approval, this project will still need to go to the USDA to evaluate the request for funding as well as approve the contract of Reeves Young, LLC and T. Stanco, Inc.

WPCP Plant Expansion Low Bidder – Reeves Young, LLC, Sugar Hill, GA

Modifications to Plant Base Bid - \$12,969,181.52
 Addition A-1 (Sludge Dewatering Building) - \$691,600.00
 Addition A-2 (Replace Mechanical Grit Chamber) - \$391,000.00
 Total - \$14,051,781.52

Sewerage System Improvements Low Bidder – T. Stanco, Inc., Jasper, GA

Total - \$3,197,632.00

Staff is recommending Council to approve Resolution 2022-06 and the approval of the tentative award of both contracts contingent upon USDA Rural Development approval of the contract awards and additional funding availability. Councilmember Proctor asked if the re-application or additional application will be similar to original application as far as the amount of required work. Mrs. Goldener said it is similar because it is the same project and some of the work will be carried over from the previous application.

CONCLUSION:

Mayor Lawrence called for a motion to approve the Tentative Award of Contracts for the USDA WPCP Expansion and Sewerage System Improvements Project, Resolution 2022-06. Councilmember Sneve made a motion to approve. Councilmember Looney provided a second. Motion to approve passed unanimously.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	June 30, 2022

AGENDA ITEM: New Business #4 Consideration and approval on Phase One of A&S Environmental Services' proposal for \$15,400	PRESENTER: Kim Goldener
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DISCUSSION:

Mrs. Goldener stated that back on May 17, 2022, at the Water and Wastewater Committee meeting, several options for future water sources were discussed. Committee members requested that Turnipseed Engineers bring a proposal to the city for exploration and development of possible groundwater (municipal well) sites. Turnipseed Engineers recommends the City proceed with Phase I of the proposal which contracts with Robert Atkins, P.G. of A&S Environmental Services, Inc. for groundwater exploration, geologic mapping, and well-site identification.

CONCLUSION:

Mayor Lawrence called for a motion to approve Phase I of A&S Environmental Services' proposal for \$15,400.00. Councilmember Proctor made a motion to approve. Councilmember Sneve provide a second. Motion to approve passed unanimously.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Phase I at \$15,400.00	N/A	N/A


AGENDA ITEM: New Business		PRESENTER: Lindsey Williams	
Item #5 Consideration and approval for Purchasing Policy amendment			
DISCUSSION: Mrs. Williams addressed council regarding changes to the city’s purchasing policy which were approved July 2020. Since this time, staff has determined that there is a need to extend the authority limits due to the rising cost of goods and services. Councilmember Looney stated that the administrative committee has reviewed the revised policy and agreed that it necessary because of the current economic situation. Councilmember Proctor stated that council had oversight of spending and checks and balances and wanted to verify that those will be as stringent as required. Ms. Jammes confirmed that they will be and if there is something that comes across that council needs to vet, it will come to council. These are more operational and everyday items that we need to function efficiently.			
CONCLUSION: Mayor Lawrence called for a motion to approve the amendment to the Purchasing Policy. Councilmember Raffield made a motion to approve. Councilmember Foust provided a second. Motion passed unanimously.			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Approved	N/A	N/A	


AGENDA ITEM: New Business		PRESENTER: Leslie Miller	
#6 Consideration and approval of Fourth of July parade			
DISCUSSION: Mrs. Miller approached Mayor and Council. Mrs. Miller stated that since 1939 the Jasper Lions Club has put on the festivities for the Fourth of July. The Lions Club is asking permission to have the parade on July Fourth followed by an afternoon of entertainment at Lee Newton Park, along with fireworks at 10 pm. Mrs. Miller asked that the bathrooms in the park be locked because they will be renting porta potties for the event. Discussion was had on the approval of having the Shriner cars in the parade. Councilmember Raffield suggested the parade event be approved and if such application should come in for the small cars that the public safety committee could meet with the Chiefs and City Manager, as well as the presenters of the parade to determine what may or may not be appropriate. The Committee can then make a recommendation to the City Manager, having the City Manager sign off on that particular application.			
CONCLUSION: Mayor Lawrence called for a motion to approve the Fourth of July parade and if any additions that may come up will be brought to public safety Councilmembers for approval. Looney made a motion to approve. Councilmember Raffield provided a second. Motion passed unanimously.			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
None	N/A	N/A	

AGENDA ITEM: Committee Reports			
Committees gave updates. Mrs. Williams provided the Financial Report. Mr. Waters provided Development Report. Fire Chief Sherrer provided Fire Report - Burn ban started May 1 st . Police Chief Dawkins provided the Police Report.			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
None	N/A	N/A	

AGENDA ITEM: Executive Session		PRESENTER: Mayor Steve Lawrence
DISCUSSION: Mayor Lawrence called for a motion to enter into Executive Session for legal counsel.		
CONCLUSION: Councilmember Looney made a motion to enter into Executive Session. Councilmember Raffield provide a second. Motion to approve passed unanimously.		
Mayor Lawrence called for a motion to come out of Executive Session. Councilmember Looney made a motion to enter back into open session. Councilmember Sneve provide a second. Motion carried unanimously.		
Ms. Jammes asked for approval of City of Jasper Police Dept/Municipal fee schedule.		
Fingerprint Background Check - Board of Education-\$55		
Alcoholic Beverage Licensing (Background Check, fingerprinting)- \$300		
Addition owners, managers, etc. -\$150.00 each person.		
Copies - \$.10 per page, plus hourly rate of lowest paid employee, for each hour it takes to make copies (Minimum of 1 hour)		
Failure to Appear fee -\$75.00		
Bench Warrant fee- \$100.00		
Mayor Lawrence called for a motion to adopt the fee schedule as presented. Councilmember Foust made a motion to approve. Councilmember Sneve provide a second. Motion to approve passed unanimously.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approval of fee schedule	N/A	N/A

AGENDA ITEM: Adjourn		PRESENTER: Mayor Steve Lawrence
DISCUSSION: Mayor Lawrence called for a motion to adjourn.		
CONCLUSION: Councilmember Foust made a motion to adjourn the meeting. Councilmember Sneve provided the second. Motion to approve passed unanimously. Mayor Lawrence adjourned the meeting.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None	N/A	N/A



 Mayor


 City Clerk