



**City of Jasper**  
200 Burnt Mountain Road  
Jasper, GA 30143  
MINUTES | REGULAR COUNCIL MEETING  
Monday, April 7, 2025, 6:00 PM

**MEMBERS PRESENT**

Mayor Kirk D. Raffield  
Sonny Proctor, MD  
John Foust  
Jim Looney  
Anne Sneve  
Brandon Hannah

**STAFF**

Brandon Douglas  
Kim Goldener  
Lindsey Williams  
Mike Davis  
John Sherrer  
Mary Elizabeth Burgess

**GUESTS IN ATTENDANCE**

See Attachment A

**MEMBERS ABSENT**

**LEGAL COUNSEL**

David Syfan

**PRESS**

Mari Livsey – Know Pickens  
Dan Pool – Pickens Progress

<b>AGENDA ITEM:</b> Call Meeting to Order/Invocation/Pledge of Allegiance		<b>PRESENTER:</b> Mayor Kirk D. Raffield	
Mayor Raffield called the meeting to order. Mayor Raffield called on the Councilmember Anne Sneve to confirm a quorum was present. Mayor Raffield called on Pastor Ross Wiseman to provide the Invocation. Mayor Raffield called on Councilmember Jim Looney to lead the Pledge of Allegiance.			
<b>ACTION ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
None		N/A	N/A

<b>AGENDA ITEM:</b> Adopt Agenda		<b>PRESENTER:</b> Mayor Kirk D. Raffield	
<b>Discussion:</b> Mayor Raffield requested to amend the agenda to add one item at the end of the agenda which will Item #12.			
<b>Conclusion:</b> Mayor Raffield called for a motion to adopt the amended agenda. Councilmember Jim Looney made a motion to approve. Councilmember Anne Sneve provided a second. The motion to approve passed unanimously.			
<b>ACTION ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Approved		N/A	N/A

<b>AGENDA ITEM:</b> Presentations		<b>PRESENTER:</b> Mayor Kirk D. Raffield	
<b>Presentations:</b> <div><div>1. Proclamation – Keep Pickens Beautiful</div><div>2. Proclamation – Child Abuse Awareness Month</div><div>3. Proclamation – E911</div><div>4. Proclamation - GSWCC Erosion Control Day</div><div>5. Recognition – Speed Burger</div><div>6. Comp Plan Presentation</div></div>			
<b>ACTION ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
N/A		N/A	N/A

<b>AGENDA ITEM:</b> Public Comments		<b>PRESENTER:</b> Mayor Kirk D. Raffield	
<b>Public Comments:</b>  1. Dr. Robert Keller – Commented on Perrow Park and the original development committee which last met in 2022. The communications on this project went silent. He would like to request the Mayor to reexamine this and see that the redevelopment of the committee for this project happens.			
<b>ACTION ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
N/A		N/A	N/A

<b>AGENDA ITEM:</b> Public Hearings		<b>PRESENTER:</b> Mary Elizabeth Burgess – Director of Planning & Development Elizabeth Brundige - Planner
<b>Public Hearings: Public Hearings opened at 6:40pm</b> <ol style="list-style-type: none"> <li>1. Jones Oil Distributor Annexation – 2101 Waleska Hwy 108</li> <li>2. Jones Oil Distributor rezoning request – 2101 Waleska Hwy 108</li> <li>3. Chick-Fil-A variance request – Number of Signs</li> </ol> <b>Public Hearing closed @ 6:58pm</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
N/A	N/A	N/A

<b>AGENDA ITEM:</b> Consent Agenda		<b>PRESENTER:</b> Mayor Kirk D. Raffield
<b>Consent Agenda Items:</b> <ol style="list-style-type: none"> <li>1. Approval of Minutes from 02.27.2025</li> <li>2. Approval of Minutes from 03.03.2025</li> <li>3. Approval of 2025-05 Resolution for FY2024 Auditor Recommended Amendments for the Municipal Technology and Confiscated Assets Funds.</li> </ol> <b>Conclusion:</b> Mayor Raffield called for a motion to approve the consent agenda. Councilmember Jim Looney made a motion to approve. Councilmember Brandon Hannah provided a second. The motion passed unanimously.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Approved	N/A	N/A

<b>AGENDA ITEM:</b> New Business #1 Consideration of Special Event Request for Thunder Creek Motorcycle Rally		<b>PRESENTER:</b> Kim Goldener – Deputy City Manager
<b>Discussion:</b> Chaos Riders is a local club based here in Jasper whose mission is to give back to their community through activities such as charity rides, benefits, and toy runs that raise money for our community. For the last several years, they have organized "Thunder Creek Motorcycle Rally" in Lee Newton Park during the month of October where they have live music and gather together in fellowship. This is an annual fundraiser for them to raise money for providing Christmas presents for Pickens County children.  Chaos Riders has a waiver form that they have used in the past for all participants. They will provide Staff with this form so the City Attorney can review.		
<b>Conclusion:</b> Mayor Raffield called for a motion for the Thunder Creek Motorcycle Rally Event. Councilmember Jim Looney made a motion to approve. Councilmember Brandon Hannah provided a second. The motion passed unanimously.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Approved	N/A	N/A

<b>AGENDA ITEM:</b> New Business #2 Consideration of Special Event Request for Use of Cove Property		<b>PRESENTER:</b> Kim Goldener – Deputy City Manager
<b>Discussion:</b> Staff received a request from the Cove Waterfall Association to utilize the Cove Property for a Masonic Event. The specific request relative to the location was such that Cove is not listed on the application, but the Masonic Event has been held in the location in the past. The committee was not receptive of allowing; however, since we have taken the position at the staff level to solicit the input from full council relative to Public Space Event Applications...we are placing this before the elected body for your consideration.		
<b>Conclusion:</b> Mayor Raffield called for a motion for the Masonic Event Request to use the Cove Property. Councilmember Brandon Hannah made a motion not to approve the use of the Cove. Councilmember Anne Sneve provided a second. The motion passed unanimously.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Denied	N/A	N/A

<b>AGENDA ITEM:</b> New Business #3 Consideration of Jones Oil Distributor Annexation		<b>PRESENTER:</b> Mary Elizabeth Burgess – Director of Planning & Development Elizabeth Brundige - Planner
<p><b>Discussion:</b> Jones Oil Distributor's request to annex approximately 1.46 acres located at 2101 Waleska Highway 108 into the City of Jasper. The Planning Commission recommended unanimous (5-0) approval of the application per staff's recommendation at their meeting on March 25th.</p> <p><b>ACTION REQUESTED:</b> APPROVE with conditions</p> <p>Based on the analysis of this application, using the standards and criteria found in Section 94-246(e) of the Zoning Ordinance, staff recommends APPROVAL of the request to ANNEX the property into the City of Jasper subject to the following conditions:</p> <ol style="list-style-type: none"> <li>1. The annexation area shall be legally combined with the remaining portion of the overall site, also known as Pickens County Assessor Parcel Number 064 006, prior to site plan approval for the overall development and prior to transmittal of the annexation ordinance to the Georgia Department of Community Affairs.</li> <li>2. The grant of this annexation as provided herein, is not a commitment, warranty, or covenant by the City of Jasper that water and sewer capacity of the City is available for this development, and the City of Jasper makes no representations that such capacity is currently available. Water and sewer capacity of the facilities of the City of Jasper, if physically available at the time of application to tap onto the City's water and/or sewer lines which will be after any necessary water and sewer infrastructure is constructed by applicant and approved by the City, will be made available to the property upon the same basis as any other applicant, and pursuant to the requirements of the ordinances of the City of Jasper, Georgia.</li> </ol> <p><b>Conclusion:</b>  Mayor Raffield called for a motion for the annexation request from Jones Oil Distributor. Councilmember Anne Sneve made a motion to approve. Councilmember Brandon Hannah provided a second. The motion passed unanimously.</p>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Approved	N/A	N/A

<b>AGENDA ITEM:</b> New Business #4 Consideration of Jones Oil Distributor rezoning request		<b>PRESENTER:</b> Mary Elizabeth Burgess – Director of Planning & Development Elizabeth Brundige - Planner
<p><b>Discussion:</b> Jones Oil Distributor's request to rezone approximately 1.46 acres located at 2101 Waleska Highway 108 from Pickens County Highway Business (HB) district to City of Jasper General Commercial (C-2) district. The Planning Commission recommended unanimous (5-0) approval of the application per staff's recommendation at their meeting on March 25th.</p> <p><b>ACTION REQUESTED:</b> APPROVE with conditions</p> <p>Based on the analysis of this application, using the standards and criteria found in Section 94-246(a) of the Zoning Ordinance, staff recommends APPROVAL of the request for a ZONING MAP AMENDMENT to rezone the property from Pickens County Highway Business (HB) district to City of Jasper General Commercial (C-2) district.</p> <ol style="list-style-type: none"> <li>1. The rezoned area shall be legally combined with the remaining portion of the overall site, also known as Pickens County Assessor Parcel Number 064 006, prior to site plan approval for the overall development and prior to transmittal of the annexation ordinance to the Georgia Department of Community Affairs.</li> <li>2. The grant of this rezoning as provided herein, is not a commitment, warranty, or covenant by the City of Jasper that water and sewer capacity of the City is available for this development, and the City of Jasper makes no representations that such capacity is currently available. Water and sewer capacity of the facilities of the City of Jasper, if physically available at the time of application to tap onto the City's water and/or sewer lines which will be after any necessary water and sewer infrastructure is constructed by applicant and approved by the City, will be made available to the property upon the same basis as any other applicant, and pursuant to the requirements of the ordinances of the City of Jasper, Georgia.</li> </ol> <p><b>Conclusion:</b>  Mayor Raffield called for a motion for the Jones Oil Distributor's rezoning request. Councilmember Anne Sneve made a motion to approve. Councilmember Brandon Hannah provided a second. The motion passed unanimously.</p>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Approved	N/A	N/A

<b>AGENDA ITEM:</b> New Business #5 Consideration of Chick-Fil-A variance request	<b>PRESENTER:</b> Mary Elizabeth Burgess – Director of Planning & Development Elizabeth Brundige - Planner	
<p><b>Discussion:</b> Chick-Fil-A’s request for a variance from the City of Jasper Sign Ordinance Secs. 95-17(b)(3)(a)(4) to increase the allowed number of building elevations with signage from two (2) to four (4). Planning Commission recommended unanimous (5-0) approval per staff’s recommendation at their meeting on March 25th. The Planning Commission requested to relay to the Council that their recommendation was based on a precedent that was set by the Longhorn sign variances that were approved on February 3, 2025.</p> <p>Based on staff’s analysis of this application, using the standards and criteria found in Section 95-71(a) of the Sign Ordinance, staff recommends DENIAL of the request for a VARIANCE to increase the allowed number of building facades with signage for the proposed Chick-fil-A drive-thru restaurant. Variances to allow for a greater number of signs than would be allowed if the hardship did not exist are prohibited pursuant to Sec. 95-71(a)(4).</p> <p><b>Conclusion:</b> Mayor Raffield called for a motion for the Chick-Fil-A request for a sign variance. Councilmember Sonny Proctor, MD made a motion to approve. Councilmember Brandon Hannah provided a second. There was general discussion on the City’s sign ordinance, and Councilmember Sonny Proctor, MD called for a Point of Order due to a motion on the floor. The Mayor allowed this discussion. The motion passed unanimously.</p>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Approved	N/A	N/A

<b>AGENDA ITEM:</b> New Business #6 Consideration of supporting through joining the Pickens County Emergency Operations Plan (EOP)	<b>PRESENTER:</b> John Sherrer – Fire Chief	
<b>Discussion:</b> JFD would like to present the Pickens County Emergency Operations plan to Mayor and Council for adoption. The Emergency Operations Plan or EOP is a document that outlines the roles and responsibilities of Pickens County and the Municipalities within regarding the activation of the EOP and execution of functions outlined in the plan. This document is required for State Compliance through the Georgia Department of Homeland Security and Emergency Management.		
<b>Conclusion:</b> Mayor Raffield called for a motion for supporting through joining the Pickens County Emergency Operations Plan (EOP). Councilmember Anne Sneve made a motion to approve. Councilmember Jim Looney provided a second. The motion passed unanimously.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Approved	N/A	N/A

<b>AGENDA ITEM:</b> New Business		<b>PRESENTER:</b> John Sherrer – Fire Chief
#7 Consideration of approval of bid received for Station 14 construction		
<p><b>Discussion:</b> Chief Sherrer stated this area has grown over the last several years and putting a station down on the south end of the city will definitely assist and reduce response times in this area and help better serve our citizens. JFD would like to present the results of the Station 14 RFP process. The bids were due by 2:00pm Friday, April 4<sup>th</sup>. We received two bids, and they are included in your packet. JFD has evaluated the bid(s) with the Public Safety committee. With the Public Safety Committee approval staff is seeking direction from council on accepting the bid that best represents the vision, ideas, and needs of the department. The recommended bid proposal is for Appalachian Design Development.</p> <p><b>Conclusion:</b> Mayor Raffield called for a motion for the recommended bid. Councilmember Brandon Hannah made a motion to approve. Councilmember Anne Sneve provided a second. The motion passed unanimously.</p>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Approved	N/A	N/A



<b>AGENDA ITEM:</b> New Business		<b>PRESENTER:</b> Mayor Kirk D. Raffield
#8 Discussion of airport lift station (plat, easement)		
<p><b>Discussion:</b> As you may recall from the Feb. 27th work session and from the March 3rd Regular meeting this matter was tabled.</p> <p><b>Background:</b></p> <p>Pickens County constructed a sanitary sewer lift station in and around 2020/2021 at 925 Upper Salem Church Road within the area we affectionately call the "horseshoe" west of the Airport runways. Pickens County does not have a POTW (Publicly Owned Treatment Works) and is unable to operate the lift station. This station is well within the City's Service Delivery area, and the discharge force main ties into a city owned and maintained sanitary manhole on Airport Business Court.</p> <p>There is a business owner that has constructed a hangar on the horseshoe near where the new Airport terminal is being constructed and has paid the requisite water and sewer tap/connection fees. The project is nearly completed; however, the city cannot set the water meter until they have operational sewer. Operational sewer requires that the County's lift station be turned over to the city for ownership and maintenance.</p> <p><b>UPDATE for April 7th meeting:</b></p> <p>The Development Authority (owner of the property wherein the lift station is located) approved to move forward with providing the City with an easement for the lift station and the sewer line. The plat and legal descriptions have been reviewed by staff and legal and appear to be in proper order. We have not received the quit claim deed document at this time, but it was authorized to be provided.</p> <p>Council is requested to provide Staff direction on how to proceed.</p> <p><b>Conclusion:</b></p> <p>Mayor Raffield called for a motion. Councilmember Sonny Proctor, MD made a motion to table item. Councilmember John Foust provided a second. The motion to table passed unanimously.</p>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Tabled	N/A	N/A

<b>AGENDA ITEM:</b> New Business		<b>PRESENTER:</b> Brandon Douglas – City Manager
#9 Discussion of Cleaning Services		
<p><b>Discussion:</b> As you may recall from the March 27th Work Session, direction had been provided to draft a job description along with a RFP for cleaning services (janitorial/custodial). The 2025 budget has monies available to offer a part-time position of approximately \$20 an hour for 20 hours a week for the remainder of the year. Not knowing what a cleaning service would "charge" (former service was approx. \$2,100 a month) ...we may need to amend the 2025 to accommodate a janitorial service if the cost exceeds the monies remaining for 2025. Staff seeking direction on how to move forward with cleaning services.</p> <p><b>Conclusion:</b></p> <p>Mayor Raffield called for a motion for the part-time position for Facilities Custodian. Councilmember Jim Looney made a motion to approve. Councilmember Anne Sneve provided a second. The motion passed unanimously.</p>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Approved	N/A	N/A

<b>AGENDA ITEM:</b> New Business		<b>PRESENTER:</b> Kim Goldener – Deputy City Manager
#10 Discussion of Stormwater Projects		
<p><b>Discussion:</b> As you may recall from the March 27th Work Session, there had been a brief discussion about various stormwater-related projects. Although we discussed the Elizabeth Street project moving forward which did not necessitate a formal bid...we have encountered an opportunity to "scale" a group of projects that may be more advantageous to bid as a large item or individual. Specifically, the Stegall Drive Road/Culvert &amp; Mary St. stormwater/curb project (corner of Stegall and Mary St.) along with needed improvements along Squaw Valley Road (bridge/culvert) project. Staff are seeking direction on how to move forward with these projects.</p> <p><b>Conclusion:</b></p> <p>Mayor Raffield called for a motion for a Request for Proposals with Bid Alternates. Councilmember Anne Sneve made a motion to approve. Councilmember John Foust provided a second. The motion passed unanimously.</p>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Approved	N/A	N/A

<b>AGENDA ITEM:</b> New Business #11 Discussion of Resolution No. 2025-06 for the extension of Resolution No. 2024-16	<b>PRESENTER:</b> Mayor Kirk D. Raffield
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**Discussion:** As you may recall, the City approved Resolution No. 2024-16 in September 2024 for the temporary suspension of water/sewer connections. Subsequently the city has continued working towards finding viable ways of increasing capacity relative to water and sewer and at this juncture, the city's partnering engineer (GMC) has provided a recommendation letter regarding extending the suspension in light of the information relating to existing demand and future capacity. Staff seeking direction on how to move forward with Resolution No. 2025-06.

**Conclusion:**

Mayor Raffield called for a motion extending the Temporary Suspension of New Water and Sewer Connections. Councilmember Jim Looney made a motion to approve. Councilmember Brandon Hannah provided a second. The motion passed unanimously.

<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Approved	N/A	N/A

<b>AGENDA ITEM:</b> New Business #12 Consideration of request from PREDL, Inc. to accept payment in-lieu of sidewalks	<b>PRESENTER:</b> Mary Elizabeth Burgess – Director of Planning & Development
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**Discussion:** Mayor Raffield explained that this item was presented to staff earlier in the day and would have caused a delay with the property owner moving forward with their project if it had not been heard this evening. Ms. Burgess stated the PREDL, Inc. had been founded here in Jasper, and they are looking to expand here on the lot that has been purchased at the corner of Hood and Gennett streets. They will be building a 14,000 square foot manufacturing area with an office attached. They are requesting to make payment in lieu of providing sidewalks. The process for calculating the cost was provided to us by Kimley Horn which is \$11.43 X Linear Feet of road frontage and then add a 20% contingency. Staff's recommendation is to accept payment in lieu of sidewalk due to the topography of the stormwater and the width of the existing road it would be extremely challenging to install a sidewalk and could potentially create a financial hardship.

**Conclusion:**

Mayor Raffield called for a motion for payment in lieu of sidewalk from PREDL, Inc. Councilmember Brandon Hannah made a motion to approve. Councilmember Sonny Proctor, MD provided a second. The motion passed unanimously.

<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Approved	N/A	N/A

<b>AGENDA ITEM:</b> Executive Session	<b>PRESENTER:</b> Mayor Kirk Raffield
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**Discussion:**

Mayor Raffield called for a motion to go into Executive Session @ 7:59pm for discussion of Legal and Real Estate. Councilmember Jim Looney made a motion to go into the Executive Session. Councilmember Brandon Hannah provided a second. The motion passed unanimously.

Mayor Raffield made a motion to end Executive Session @ 9:29pm and go back into council session. Councilmember Brandon Hannah made a motion and Councilmember Anne Sneve provided a second. Motion passed unanimously.

<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Approved	N/A	N/A

<b>AGENDA ITEM:</b> Adjourn	<b>PRESENTER:</b> Mayor Kirk Raffield
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**Conclusion:**


Mayor Raffield called for a motion to adjourn.

Councilmember John Foust made a motion to adjourn. Councilmember Anne Sneve provided a second. The motion to adjourn passed unanimously.

<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Adjourn	N/A	N/A

  
Mayor, Kirk D. Raffield



  
City Clerk, Lorrie J. Waters