City of Jasper

200 Burnt Mountain Road
Jasper, GA 30143
MINUTES | REGULAR COUNCIL MEETING
Monday, July 6, 2026, 6:00 PM

MEMBERS PRESENT
Mayor Kirk Raffield
Jim Looney
Brandon Hannah
Tony Davis
Steve Lawrence

STAFF
Brandon Douglas
Kim Goldener
Lorrie Waters
Lindsey Williams
Matt Dawkins
John Sherrer
Mary Elizabeth Burgess
Joshua Davis

GUESTS IN ATTENDANCE
See Attachments "A" & "B"

MEMBERS ABSENT
John Foust

LEGAL COUNSEL
David Syfan

PRESS
Mari Livsey – Know Pickens
Angela Reinhardt – Pickens Progress

AGENDA ITEM: Call Meeting to Order/Invocation/Pledge of Allegiance	**PRESENTER:** Mayor Kirk Raffield
Mayor Raffield called the meeting to order and asked Council Member Brandon Hannah to confirm the presence of a quorum. Council Member Tony Davis delivered the invocation, followed by Council Member Jim Looney leading the Pledge of Allegiance.	
ACTION ITEMS	**PERSON RESPONSIBLE** / **DEADLINE**
N/A	N/A / N/A

AGENDA ITEM: Adopt Agenda	**PRESENTER:** Mayor Kirk Raffield
Discussion: Mayor Raffield **Conclusion:** Mayor Raffield called for a motion to adopt the agenda. Council Member Jim Looney made the motion and Council Member Steve Lawrence seconded. The motion passed 4 to 0.	
ACTION ITEMS	**PERSON RESPONSIBLE** / **DEADLINE**
	N/A / N/A

AGENDA ITEM: Public Comments	**PRESENTER:** Mayor Kirk Raffield
Public Comment Section opened @ 6:04pm 1. Neil Hughes – Concerns about water issues and cost to repair the system. 2. Robert Armstrong – Concerns about water loss and stated that the city should have add-on fees for utilities for commercial projects. 3. Arden Chastain – Provided a plea for water services so she could live in her new home. 4. Dave Terry – Hensley Plaza purpose is to serve the community for activities. Will open on August 19th @ 11:00am Public Comment Section closed @ 6:19PM	
ACTION ITEMS	**PERSON RESPONSIBLE** / **DEADLINE**
N/A	N/A / N/A

AGENDA ITEM: Public Hearing	**PRESENTER:** Development Director, Mary Elizabeth Burgess
Public Hearing opened @ 6:19pm 1. Administrative Appeal brought by Ellen Smith Esq on behalf of Raymond L. Walls and Terryll Ann Walls as Trustees of the Raymond L. Walls and Terryll Ann Walls Declaration of Trust and GPS Hospitality Acquisition Company, LLC for denial of sign application. 2. Request by Ron Whitehead on behalf of Whitehead Investment Properties, LLC, who is the owner of the 0.67-acre parcel located at 20 Confederate Avenue, Jasper, GA, further identified as Parcel 030D 096 123. The applicant requests a property rezoning from C-1 (Neighborhood Commercial) to C-2 (General Commercial)	

3. A variance request submitted by Haley Bower on behalf of Champagne Toasters, LLC, owner of the approximately 2.25-acre property, zoned C-2 (General Commercial), located at 2101 Waleska Highway 108, Jasper, Georgia, further identified as Parcel 064 006. The applicant requests a variance from the City of Jasper Sign Ordinance, Section 95-17 (b) (3) (a) (4), to exceed the number of signs permitted per façade for new development.
4. Alcohol License Application on behalf of Champagne Toasters, LLC d/b/a Clipper Petroleum located at 2101 Waleska Highway, Jasper, Georgia 30143

Closed @ 6:41pm

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/A	N/A	N/A

AGENDA ITEM: Consent Agenda

PRESENTER: Mayor Kirk Raffield

1. Approval of minutes from 05.28.2026
2. Approval of minutes from 06.01.2026
3. Approval of minutes from 06.15.2026
4. Approval of modification to Section 4 of City Manager Professional Services Agreement
5. Approval of City of Jasper Employee Pay Scale
6. Approval of Ordinance 2026-04 – Amending of Section 78-56 – Regulation of Motor Vehicle Traffic – Cove Road
7. Approval of real estate contract for the purchase of Parcel JA16-023
8. Approval of Collaborative Agreement – Emergency Education Coalition, Faithful Guardian LLC and City of Jasper – Jasper Fire Department
9. Approval of Event – Non-Profit North Georgia Family Partners Fundraiser – Community Long Table/Dancing with the Jasper Stars

Conclusion: Mayor Raffield called for a motion. Council Member Jim Looney made the motion to approve the Consent Agenda as presented and Council Member Brandon Hannah seconded. The motion to approve the Consent Agenda passed 4 to 0.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Business

PRESENTER: Mary Elizabeth Burgess – Planning & Development Director

#1 Consideration of a request by Ron Whitehead on behalf of Whitehead Investment Properties, LLC, who is the owner of the 0.67-acre parcel located at 20 Confederate Avenue, Jasper, GA, further identified as Parcel 030D 096 123. The applicant requests a property rezoning.

Discussion: The applicant is requesting to rezone Parcel 030D 096 123 from C-1 to C-2. This property has been utilized as a custom cabinetry business which is not an allowed use in the C-1 District. As this was a pre-existing use, the business was allowed to continue. However, the property is being sold, and the proposed use is not allowed within the C-1 District, hence the rezoning to C-2. This area located behind Walmart has been utilized mostly as trade businesses or other light industrial uses. Access to the 515 corridor makes this a desirable location to provide service-based businesses. Ordinance #2026-05.

Based on staff analysis it has been determined that this property meets the criteria for rezoning, and the resulting use is in conformance with the City of Jasper development standards and zoning ordinance.

Action Requested: Approval, Approval with Conditions or Denial with or without Prejudice.

Council Member Jim Looney asked the applicant if they understood the conditions as presented and applicant agreed.

Conclusion: Mayor Raffield called for a motion. Council Member Steve Lawrence made the motion to approve Ordinance 2026-05 for rezoning of Parcel 030D 096 123 from C-1 Neighborhood Commercial to C-2 General Commercial and Council Member Brandon Hannah seconded. The motion passed 4 to 0.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Item #2 Consideration of a variance request submitted by Haley Bower on behalf of Champagne Toasters, LLC, owner of the approximately 2.25-acre property, zoned C-2 (General Commercial), located at 2101 Waleska Highway 108, Jasper, Georgia, further identified as Parcel 064 006. The applicant requests a variance from the City of Jasper Sign Ordinance, Section 95-17 (b) (3) (a) (4), to exceed the number of signs permitted per façade for new development.	**PRESENTER:** Development Director, Mary Elizabeth Burgess

Discussion: The applicant requests a variance from Sign Ordinance Sec. 95-17(b)(3)(a)(4) of the City of Jasper Sign Ordinance to exceed two (2) permitted signs per building facade to four (4) for the commercial property located at 2101 Waleska Highway 108. The subject property is zoned C-2 (General Commercial) and is developed as a commercial site within the Waleska Highway 108 / Highway 515 corridor. The applicant proposes additional wall signage associated with the food-service use on the property and states that the requested signage is intended to provide building identification and advertise the food program/name.

The request is to allow signage beyond what is permitted by the current sign standards for building facades. The variance should be reviewed based on the applicable sign variance criteria, including whether the request is supported by a property-specific hardship related to the site's location, topography, building orientation, or visibility from the right-of-way.

The applicant is requesting to increase the number of allowed elevations with signage from two (2) to four (4). Therefore, the applicant is requesting to allow for a greater number of signs than would be allowed if any of the hardship situations did not exist. Accordingly, staff cannot support approval of the request as it would be in direct conflict with the allowable hardship situations outlined in Sec. 95-71(a).

The Planning Commission did not recommend approval of this request however if Council finds merit in this application, staff recommends the following condition of approval:

- The total signage allowed shall not exceed 200 sq ft of allowable signage with 4 Building signs, per Section 95-17 Building Signs (3) Sign area and quantity by building type.

Action Requested: Approval, Approval with Conditions or Denial with or without Prejudice.

Conclusion: Mayor Raffield called for a motion. Council Member Jim Looney made the motion to approve Ordinance 2026-06 Variance to Section 95-17 (b) (3) (a) (4) to allow for 3 signs not to exceed a total of 200 sq ft and Council Member Brandon Hannah seconded. The motion passed 4 to 0.

ACTION ITEMS	**PERSON RESPONSIBLE**	**DEADLINE**
Approved	N/A	N/A

AGENDA ITEM: New Item #3 Consideration of alcohol license application on behalf of Champagne Toasters LLC d/b/a Clipper Petroleum	**PRESENTER:** Development Director, Mary Elizabeth Burgess

Discussion: The applicant's alcohol license application to sell beer and wine by the package at the new gas station convenience store located at 2101 Waleska Hwy 108 The following criteria were met:

- Background Check approved for owner Kashif Rana and Bharat Kumar Patel by Police Chief Dawkins
- Survey certifying distance from schools & churches by Joel M. Hart, PLS 2884
- Legal Notice 30-day publication via site signage and Pickens Progress

This application has met the ordinance's requirement for approval.

Due to the building being under construction, the condition is that the license will not be issued until the certificate of occupancy has been obtained and is required.

Conclusion: Mayor Raffield called for a motion. Council Member Brandon Hannah made the motion to approve the alcohol license with the condition that the license will not be issued until the Certificate of Occupancy has been obtained and Council Member Steve Lawrence seconded. The motion passed 4 to 0.

ACTION ITEMS	**PERSON RESPONSIBLE**	**DEADLINE**
Approved	N/A	N/A

AGENDA ITEM: New Item #4 Consideration of Resolution No. 2026 – 07 for the 2026 Mid-year Budget Amendments	**PRESENTER:** Finance Director, Lindsey Williams

Discussion: As discussed at the work session, Resolution No. 2026-07 is for the staff recommended mid-year budget amendments for 2026.

Conclusion: Mayor Raffield called for a motion. Council Member Jim Looney made the motion to approve Resolution No. 2026-07 for the FY2026 Mid-year Budget Amendments and Council Member Tony Davis seconded. The motion passed 4 to 0.		
ACTION ITEMS	**PERSON RESPONSIBLE**	**DEADLINE**
Approved	N/A	N/A

AGENDA ITEM: New Item #5 Consideration of change order for GEFA funded Master Sewer Lift Station Project	**PRESENTER:** Deputy City Manager, Kim Goldener

Discussion: Council may recall at the November 3rd Council meeting last year, the low bid for the GEFA funded Master Sewer Lift Station project was accepted and the project awarded to UWS, Inc. in the amount of $2,398,719.30. UWS started work in March of this year, mainly concentrating on the new lift station site. As we applied for our Pickens County ROW permit, and UWS had staking done along Mineral Springs Rd N to lay out the new gravity sewer and force main alignments, concern was raised by Pickens County over the proposed manhole locations along the right of way and potentially disrupting the flow of the drainage ditches. Between the City, our Engineer (GMC) and the contractor, we worked through a couple of different alignments to satisfy their concerns, and the only feasible route forward is to construct the gravity sewer main and the associated manholes in one of the travel lanes of the road. Pickens County has signed off on this design, and we now have the cost information for this work.

As discussed at the Work Session, the new construction in the travel lane will create road restoration costs not previously needed. The overall impact of the design change is able to be reduced by $116,625.20 as we are able to eliminate a road crossing via jack and bore, which required 24" steel casing. At the Monday, July 6th Council meeting, Staff will be requesting approval of the attached change order which reflects an increase to the contract in the amount of $167,790.80 to the new contract amount of $2,566,510.10 - this is still well within our $3,000,000 budget for this project.

For everyone's information, the City has already notified the property owners along Mineral Springs Rd N of the work and that due to the depth of the main, a road closure will be required for this construction. Mineral Springs Rd N is simply too narrow to have crews working in one of the travel lanes and allow the other lane to be open with no maintenance of traffic. Local traffic will be allowed at all times - the folks who have driveways within the construction zone. Closures will be limited to the specific area the contractor is working in that day instead of just closing the road down. Road Closures started 6-29-26.

Action Requested: Authorization for the Mayor to execute all documents associated with Change Order No. 1 for the Master Sanitary Sewer Lift Station project.

Conclusion: Mayor Raffield called for a motion. Council Member Steve Lawrence made the motion to Authorization for the Mayor to execute all documents associated with Change Order No. 1 for the Master Sanitary Sewer Lift Station project and Council Member Jim Looney seconded. The motion passed 4 to 0.

ACTION ITEMS	**PERSON RESPONSIBLE**	**DEADLINE**
Approved	N/A	N/A

AGENDA ITEM: New Item #6 Consideration of change order for additional time for GEFA funded Sanitary Sewer Collection System Rehab Project	**PRESENTER:** Deputy City Manager, Kim Goldener

Discussion: Council will recall that during the project updates during the June 1st Council meeting, I also mentioned that because we had experienced some cost savings with the cleaning/televising/rehab project in Zone 1, we were able to release another 59,000 LF of gravity sewer main to the contractor to clean and televise in a second zone. Because the original project scope had a fixed contract end date (June 2026), we will need to extend Inliner's contract through a change order allowing them additional time to finish their work. We received their time extension request, which takes the contract an additional 15 weeks - ending approximately the first week of October 2026. Council will recall that the City already took action to modify our project loan with GEFA late last year and asked for an additional 18 months to our schedule to accommodate both projects' construction schedules, so there is no issue with us allowing this additional time to Inliner. There is also no financial impact to this change order.

Action Requested: Authorize Mayor to execute all documents associated with Change Order Request No. 1 for the GEFA funded Sanitary Sewer Collections System Rehab Project

Conclusion: Mayor Raffield called for a motion. Council Member Jim Looney made the motion to Authorize Mayor to execute all documents associated with Change Order Request No. 1 for the GEFA funded Sanitary Sewer Collections System Rehab Project and Council Member Tony Davis seconded. The motion passed 4 to 0.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Item
#7 Consideration of utility request for 1124 Pleasant Hill Road

PRESENTER: Mayor Kirk Raffield

Discussion: The Council reviewed a utility service request from a resident at 1124 Pleasant Hill Road seeking a water meter installation for a single-family home. During the public comment portion, the applicant presented her case, detailing the urgent need for utility connection so her family can occupy the newly constructed or purchased residence. She highlighted the ongoing financial hardship caused by this delay, noting that the family is currently forced to pay both rent for temporary housing and a primary mortgage loan payment simultaneously. In light of the applicant's formal declaration of financial hardship and multiple prior inquiries, the Council entered discussions regarding the potential approval of the utility request.

Conclusion: Mayor Raffield called for a motion. Council Member Steve Lawarence made the motion to approve the utility request for 1124 Pleasant Hill Road and Council Member Tony Davis seconded. The motion was voted on by a show of hands and approved 3 to 1. Council Member Brandon Hannah opposed.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Item
#8 Ratification of Water Request at 58 Stone's River Ct

PRESENTER: Mayor Kirk Raffield

Discussion: Ratification of Council's decision for Water Request at 58 Stone's River Ct

Conclusion: Mayor Raffield called for a motion. Council Member Brandon Hannah made the motion to deny water request at 58 Stone's River Ct and Council Member Steve Lawrence seconded. The motion to deny request was passed 4 to 0.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Denied	N/A	N/A

AGENDA ITEM: New Item
#9 Ratification of Water Request for Overlook at Gennett

PRESENTER: Mayor Kirk Raffield

Discussion: Ratification of Council's decision for Water Request for Overlook at Gennett

Conclusion: Mayor Raffield called for a motion. Council Member Brandon Hannah made the motion to deny water request for Overlook at Gennett and Council Member Steve Lawrence seconded. The motion to deny request was passed 4 to 0.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Denied	N/A	N/A

AGENDA ITEM: New Item
#10 Ratification of Water Request for Madison Ridge

PRESENTER: Mayor Kirk Raffield

Discussion: Ratification of Council's decision for water request for Madison Ridge.

Conclusion: Mayor Raffield called for a motion. Council Member Brandon Hannah made the motion to deny water request for Madison Ridge and Council Member Tony Davis seconded. The motion to deny passed 4 to 0.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Denied	N/A	N/A

AGENDA ITEM: Committee Report Updates	**PRESENTER:** Council Members

Development & Local Infrastructure – Council Member John Foust and Council Member Brandon Hannah
Discussion Items:

- No updates

Downtown Development Authority – Council Member Brandon Hannah provided an update that there are discussions about removing the Downtown Live requirements and the possibility of implementing board member term limits.

Finance & Administration – Council Member Jim Looney and Council Member Tony Davis
Discussion Items:

- Council Member Jim Looney thanked Council for their continued support and approval of budget amendments to help keep things moving forward.

Enterprise – Council Member Jim Looney and Council Member Steve Lawrence
Discussion Items:

- Council Member Jim Looney thanked Council for their approval of the utility change orders.

Parks & Properties – Council Member John Foust and Council Member Tony Davis

- Council Member Tony Davis said encouraging things are happening in the parks for example the time capsule in Perrow Park, and that the committee will be visiting Doris Wigington Park and City Park.

Public Safety – Council Member Brandon Hannah and Council Member Steve Lawrence

- No updates

ACTION ITEMS	**PERSON RESPONSIBLE**	**DEADLINE**
N/A	N/A	N/A

AGENDA ITEM: City Manager Comments	**PRESENTER:** Mayor Kirk Raffield

Discussion:

- Thanked Public Safety and Public Works for what they do on a daily basis.
- Thanked Council for their assistance in approving the Capital Purchases and the Market Adjustments.
- Briefly discussed the FY2027 Budget Calendar
- Cove Road and educating the public about the change to not allow Trucks on this road due to the s curves and the difficulty large trucks have in navigating the roadway.
- Tuesday and Wednesday (7/14 & 7/15) Public Works will be cutting the right of way on Cove Road.
- Utility Aid – 5 million in utility relocates due to the Hwy 53 widening project.

ACTION ITEMS	**PERSON RESPONSIBLE**	**DEADLINE**
N/A	N/A	N/A

AGENDA ITEM: City Council Comments	**PRESENTER:** Mayor Kirk Raffield

Discussion:

- Council Member Tony Davis requested a discussion on the boundaries of a council member who is appointed to or serves on another board. He would also like to see a standard operations procedure to be developed for the closing of Mark Whitfield Street for events. Mayor Raffield explained the event application and how it addresses certain areas.

ACTION ITEMS	**PERSON RESPONSIBLE**	**DEADLINE**
N/A	N/A	N/A

AGENDA ITEM: Mayor Comments	**PRESENTER:** Mayor Kirk Raffield

Discussion:

- July 4th (250th Anniversary) was a great success. Thanked the Lions Club and the Daughters of the American Revolution and our own city employees for all of their hard work and efforts that they put forth to help ensure the success of the events.
- Joint Meeting on Service Delivery Strategies (SDS) – A second meeting is in the process of getting scheduled.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/A	N/A	N/A

AGENDA ITEM: Executive Session	**PRESENTER:** Mayor Kirk Raffield

Discussion:
Mayor Raffield called for a motion to go into Executive Session @7:22pm for discussion of Real Estate and Legal. Council Member Jim Looney made a motion to go into Executive Session. Council Member Steve Lawrence provided a second. The motion passed 4 to 0.

Mayor Raffield made a motion to end Executive Session @ 8:33pm and go back into council session. Council Member Brandon Hannah made a motion and Council Member Tony Davis provided a second. Motion passed 4 to 0.

Following the Council's return from Executive Session back into regular open session, Council Member Steve Lawrence discussed a recommendation from the Enterprise Committee which would allow staff to begin exploring and researching the option to privatize the city's water and sewer operations. Council Member Steve Lawrence made a motion to allow city administration and staff to formally explore and research options regarding privatization of the city's water and sewer infrastructure operations. Council Member Jim Looney seconded the motion. The motion passed 4-0.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: Adjournment	**PRESENTER:** Mayor Kirk Raffield

Discussion:

Mayor Raffield called for a motion to adjourn @ 8:34pm.

Council Member Jim Looney made a motion to adjourn. Council Member Steve Lawrence provided a second. The motion to approve passed 4 to 0.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Adjourned	N/A	N/A

Mayor, Kirk D. Raffield

City Clerk, Lorrie Waters



Attachment "A"

PLEASE SIGN IN

JASPER
City Council Meeting
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July 6, 2026

PRINT NAME	ADDRESS/OR BUSINESS AFFILIATION
Audra Bailey	3292 Refuge Rd
Jill Anzinger	JPD
Tonya Ditton	JMC
Mike Davis	JPD
Kim Gore	
Ashlynn Hutton	Parker Poe / Burger King - Item #1
Barbara Moorman	Hunter's Ridge
Arelyn Chastain	1124 pleasant Hill Rd
Noah Chastain	1124 pleasant Hill Rd
Josh DAVIS	COJ
Matt Dawkins	JPD
Elise Allen	City
Valerie Ansted	Jasper
KELLY WENTWORTH	JASPER
Samuel Sly	JPC
Brandon Shemwell	Jasper
Dave Ivey	Jasper
Draven Jones	Jasper
Tom Bowen	Jasper
Tom Bower	~~Chevron~~ Pet Chemicals
	Clipper Petroleum

Attachment "A"

PLEASE SIGN IN

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City Council Meeting
SIGN IN ROSTER
July 6, 2026

PRINT NAME	ADDRESS/OR BUSINESS AFFILIATION
Mary E Burgess	Planning & Development GIS
Tina Rendley	Citizen of Pickens
R WHITEHEAD	" "
Bonnie Padgett	" "

Attachment "B"

CITY OF JASPER

PUBLIC COMMENT SIGN UP SHEET

Monday, July 6, 2026

If you would like to make comments during the Public Comment section of this evening's agenda, please print your name below:

Name	Address	Topic of Discussion
Neil Hughes	Atlanta, GA	Water
Robert Armstrong	Atlanta, GA	Hospital
~~[illegible]~~	~~Jasper~~	~~Hospital~~
Ardyn Chastain	1124 pleasant Hill	water meter
~~[illegible]~~	~~[illegible]~~	~~Item # 1 Admin. Appeal~~
Dave Terry	Jasper, GA	Henley Plaza

***The Mayor will announce the Public Comment section of the agenda. This is not an unlimited public forum.**

- **Individuals making the comment must state their name and address.**
- **Comments are limited to City matters.**
- **Comments are limited to <u>3 minutes per person</u>; the Mayor has the right to extend time.**
- **No personal attacks or unwarranted accusations.**
- **Mayor or presiding officer has the right to end the comment or comments due to violation of rules or length of the agenda.**
- **Individual commenting can only exercise their public comment section of the meeting once a meeting.**
- **No individual can allocate or transfer their time for comment to another person.**
- **No inappropriate language, signs or images.**

***The Public Comment period is limited to a total of 30 minutes. Depending on the number of individuals signed up for public comments, there is a possibility that not all will be able to speak this evening.**