



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

MEMBERS PRESENT

Mayor Kirk Raffield
Sonny Proctor, MD
Jim Looney
Anne Sneve
Brandon Hannah

STAFF

Brandon Douglas
Kim Goldener
Lorrie Waters
Lindsey Williams
Matt Dawkins
John Sherrer
Mary Elizabeth Burgess
Elizabeth Brundige
Carly Glaze
Mike Davis

GUESTS IN ATTENDANCE

See Attachment "A"

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 D. Raffield
Mayor Raffield called the meeting to order. Mayor Raffield called on the Councilmember Jim Looney to confirm a quorum was present. Mayor Raffield called on Reverend Ben Mock to provide the Invocation. Mayor Raffield called on Councilmember Sonny Proctor, MD led the Pledge of Allegiance.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None	N/A	N/A

AGENDA ITEM: Adopt Agenda		PRESENTER: Mayor Kirk D. Raffield
CONCLUSION: Mayor Raffield called for a motion. Councilmember Jim Looney made a motion to adopt the agenda as presented. Councilmember Anne Sneve provided a second. The motion to approve passed 4 to 0.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: Appointment to the Downtown Development Authority – Ms. Vonda Blandin		PRESENTER: Mayor Kirk D. Raffield
Discussion: Mayor Raffield stated that Ms. Blandin's application has been reviewed. She is a business owner in Jasper and a Pickens County Resident. Ms. Blandin owns the Bleu Summit Baking Company. Conclusion: Mayor Raffield called for a motion. Councilmember Anne Sneve made a motion to approve the appointment of Ms. Vonda Blandin to the Downtown Development Authority Board. Councilmember Jim Looney provided a second. The motion passed 4 to 0.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: Public Comments		PRESENTER: Mayor Kirk D. Raffield
<p>Discussion: Mayor Raffield opened the public comment section of the agenda. He provided the instructions and guidelines for this process. Attachment “B” is the Public Comment Sign-up Sheet.</p> <p>Attendees who signed up to speak:</p> <ol style="list-style-type: none"> 1. Brian & Lindsey Jones – spoke in opposition to Public Safety Training Facility on Cove Rd 2. Judy Hielman– spoke in opposition to Public Safety Training Facility on Cove Rd 3. Keith Herndon– spoke in opposition to Public Safety Training Facility on Cove Rd 4. Matt & Brooke Parks– spoke in opposition to Public Safety Training Facility on Cove Rd 5. Marena Leonard– spoke in opposition to Public Safety Training Facility on Cove Rd 6. Levi Wells– spoke in opposition to Public Safety Training Facility on Cove Rd 		
ACTION ITEMS N/A	PERSON RESPONSIBLE N/A	DEADLINE N/A

AGENDA ITEM: Public Hearing		PRESENTER: Mary Elizabeth Burgess – Planning & Development Director and Elizabeth Brundige – City Planner
<p>Mayor Raffield opened the public hearing @ 6:21pm</p> <ol style="list-style-type: none"> 1. Request by applicant Nathan Smith on behalf of HUTCH, LLC, the owner of approximately 1.23 acres zoned C-2 General Commercial located at 229 Confederate Avenue (Parcel 030D 096 107) for a Special Use Permit to allow for a machine shop for light steel fabrication. <p>Mayor Raffield asked if there were any comments for against this request, hearing none, he closed the public hearing @ 6:27pm.</p>		
ACTION ITEMS N/A	PERSON RESPONSIBLE N/A	DEADLINE N/A

AGENDA ITEM: Consent Agenda		PRESENTER: Mayor Kirk D. Raffield
<p>Items on the Consent Agenda</p> <ol style="list-style-type: none"> 1. Minutes from 05.22.2025 Special Called Meeting/Work Session 2. Minutes from 06.02.2025 Regular Meeting 3. Development Agreement for Jonah Lane Development, LLC 4. Development Agreement for Hayley Farms Development 5. Fire Department MOUs’ for Motorola Radio Equipment <p>Conclusion:</p> <p>Mayor Raffield called for a motion. Councilmember Jim Looney made a motion to approve the Consent Agenda as presented. Councilmember Brandon Hannah provided a second. The motion passed 4 to 0.</p>		
ACTION ITEMS Approved	PERSON RESPONSIBLE N/A	DEADLINE N/A

AGENDA ITEM: New Business Item #1 - Consideration and Approval of Farm Days of Yesteryear Event		PRESENTER: Kim Goldener – Deputy City Manager
<p>Discussion: Request to approve the application for Georgia Antique Engine Club's annual hosting of the Farms Days of Yesteryear at Lee Newton Park September 18 - 21.</p> <p>This is an annual event that draws great crowds to Lee Newton Park for its education and reflection of our history. Alan Proudfoot with Georgia Antique Engine is here this evening to answer any questions you may have.</p> <p>Mr. Proudfoot with Georgia Antique Engine stated that they advertise nationwide for this event which is well attended. The event is considered an educational event for everyone.</p>		

Conclusion: Mayor Raffield called for a motion. Councilmember Brandon Hannah made a motion to approve. Councilmember Anne Sneve provided a second. The motion passed 4 to 0.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Business Item #2 - Consideration and Approval of Show-n-Shine Jeepfest Event		PRESENTER: Kim Goldener – Deputy City Manager
Discussion: Staff have not yet received the application from the Sheriff's Department - as soon as we have it, we'll forward to Council. While JeepFest is largely associated with trail rides, lots of mud and fun activities, it's completely about the children and organizations in our community that help our children. Show N Shine, proposed for Friday, August 29th, showcases Jeeps along Main Street - there's live music, street vendors, and jeeps! This is an event that requires the closure SR 53/Church Street at the Main Street intersection with Main Street closing at 3PM that day, and the intersection closing at 5PM. Sheriff Donnie Craig was present at the meeting and stated that he has completed the application and has it with him tonight. Conclusion: Mayor Raffield called for a motion. Councilmember Anne Sneve made a motion to approve the Show-n-Shine JeepFest Event. Councilmember Brandon Hannah provided a second. The motion passed 4 to 0.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Business Item #3 - Consideration and Approval of Jeepfest Camping Event		PRESENTER: Kim Goldener – Deputy City Manager
Discussion: Consideration of the North Georgia Family Partners' event application for JeepFest Camping at Lee Newton Park. NGFP's annual hosting of JeepFest camping at Lee Newton Park is planned for August 27 - September 1. North Georgia Family Partners (NGFP) is a local organization that focuses on nurturing the home environment to give children and families the best possible opportunities to grow and thrive. By hosting the camping event at LNP, the funds collected help NGFP to fund their programs. Ms. June Ash with NGFP was present to answer any questions. Ms. Ash did have one request and that it was to have all of Lee Newton Park including the parking area due to having large campers and/or vendors that need to be set up on a flat surface. Ms. Goldener explained that the Farmers' Market had already reserved this area through October, but that could be something to discuss with the other party. Conclusion: Mayor Raffield called for a motion. Councilmember Jim Looney made a motion to approve the Jeepfest Camping Event at Lee Newton Park. Councilmember Brandon Hannah provided a second. The motion passed 4 to 0.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Business Item #4 - Consideration and Approval of Special Use Permit for HUTCH, LLC. to allow for a machine shop for light steel fabrication.		PRESENTER: Mary Elizabeth Burgess – Planning & Development Director and Elizabeth Brundige – City Planner
Discussion: The applicant, Nathan Smith of Amsteel, on behalf of property owner HUTCH, LLC requests a Special Use Permit to allow for a machine shop for light steel fabrication. The subject property consists of approximately 1.23 acres zoned C-2 General Commercial located at 229 Confederate Avenue.		

PLANNING COMMISSION RECOMMENDATION:

Voted 4-0 to recommend approval of the Special Use Permit per staff's recommendation.

ACTION REQUESTED: APPROVAL with conditions

Based on the analysis of this application, using the standards and criteria found in Section 94-246(d) of the Zoning Ordinance, staff recommends **APPROVAL** of the request for a SPECIAL USE PERMIT for a machine shop for light steel fabrication subject to the following conditions:

1. The special use permit is granted in accordance with Table 94-50 of the City of Jasper Zoning Ordinance and is limited to a machine shop for light steel fabrication.
2. No painting or chemical treating shall occur within the existing building unless a paint booth is approved and inspected by the City of Jasper. Painting and chemical treating or finishing is prohibited outside the building.
3. Storage shall be enclosed by a fence not less than six feet in height containing opaque material to provide visual screening from any rights-of-way or residentially zoned (RA, R-1, R-2, R-3, DRI-6, SFA, or MFR) lots. Fleet vehicles do not require screening.
4. Update employee parking lot with striping and ADA requirements. All spots should be a minimum of 9' x 18'. Parking on surfaces other than concrete or asphalt are prohibited.
5. A business license is required prior to opening the business.
6. All new signage must be approved prior to installation.
7. The water and sewer facilities of the City of Jasper are near the facility and permit capacity. Prior to the rezoning, the City of Jasper has previously granted other rezoning requests and these developments will require water and sewer capacity, to the extent it is available, from the City of Jasper, Georgia. Therefore, 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. The City of Jasper has imposed a temporary suspension of new water and/or sewer connections until the Council ends the suspension or until September 8, 2026, whichever event happens first.

Councilmember Jim Looney asked the applicant if they understood and agreed to the conditions as presented. The applicant stated yes, they understood and accepted the conditions.

Conclusion:

Mayor Raffield called for a motion. Councilmember Jim Looney made a motion to approve the Special Use Permit to allow light steel fabrication at 229 Confederate Avenue requested by HUTCH, LLC. Councilmember Anne Sneve provided a second. The motion passed 4 to 0.

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

AGENDA ITEM: New Business Item #5 - Consideration and Approval of Downtown Development Authority's Protocol for Vendors

PRESENTER: Carly Glaze – Community Engagement Manager

Discussion: For Downtown Live the DDA would like to implement a formal process for vendor selection. Vendors within the Jasper CBD boundary get priority. Next a business within the Jasper DDA boundary will take second priority, this boundary is currently the entire city limits of Jasper. The third priority will be a Pickens County Business. Lastly if we have no other vendor of the same general type we will allow outside county vendors to join our events. There is a goal to not duplicate vendors or bring in a vendor who will compete with a brick and mortar on Main Street. While we will not monitor an itemized list of what each vendor brings for example the goal would be not to duplicate the same type of restaurant not two different types of restaurants who each happen to serve French Fries. The Downtown Development Authority voted at their June 23rd meeting to approve this system and the vote to approve was unanimous.

Conclusion:

Mayor Raffield called for a motion. Councilmember Anne Sneve made a motion to approve. Councilmember Brandon Hannah provided a second. The motion passed 4 to 0.

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

AGENDA ITEM: New Business Item #6 - Provide a Fire Department Mid-Year Update			PRESENTER: John Sherrer – Fire Chief
<p>Discussion: Chief Sherrer provided a mid-year update on the operations of the fire department along with updated Public Protection Classification. This update provided information on the current training level of our firefighters including their EMT and Paramedic training, rope and trench rescue training. Chief Sherrer was proud to present an improved ISO Rating of 3.0 effective October 1, 2025.</p>			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
N/A	N/A	N/A	

AGENDA ITEM: New Business Item #7 - Discussion of Resolution for Macon-Bibb County Housing Authority			PRESENTER: Brandon Douglas – City Manager
<p>Discussion: Consideration of Resolution #2025-10 for Macon-Bibb Housing Authority for proposed improvements for 100 Brooks Hollow Drive, Jasper, GA 30143.</p> <p>Pursuant to the public hearing/presentation during the June 26th Work Session wherein legal representation from Macon-Bibb County Housing Authority advised that they were providing financing to a private entity for improvements located within the City of Jasper, the enclosed resolution is provided for consideration.</p> <p>The proposed improvements are located at 100 Brooks Hollow Drive, Jasper, Georgia and is owned by CAHEC Properties. The Jasper Housing Authority previously issued a Resolution in March 2025 acknowledging that another Housing Authority not affiliated with our community was providing financing to a private entity and that they had no issue with it.</p> <p>There is no financial or otherwise liability for the City of Jasper as this is a procedural matter that is required by Macon-Bibb County Housing Authority to seek "approval" from the governing jurisdictions to provide said bonding. Staff has acknowledged that the intended improvements and necessary permits for improvements at the privately held apartments are in order.</p> <p>Conclusion:</p> <p>Mayor Raffield called for a motion. Councilmember Anne Sneve made a motion to approve Resolution No. 2025-10 for Macon-Bibb Housing Authority for proposed improvements for 100 Brooks Hollow Drive, Jasper, GA 30143. Councilmember Jim Looney provided a second. The motion passed 4 to 0.</p>			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Approved	N/A	N/A	

AGENDA ITEM: New Business Item #8 - Consideration of Resolution #2025-09 for purposes of language for General Obligation Sales Tax Debt for SPLOST Referendum			PRESENTER: Brandon Douglas – City Manager
<p>Discussion: As you may be aware, the County intends to pursue a 2026 SPLOST referendum in the fall which will call for a 5-year SPLOST. There can be language included in the referendum wherein the City could issue general obligation debt for projects (i.e. water, etc.) and pledge SPLOST collections proceeds against said debt.</p> <p>The County's attorney worked with Mr. Syfan on a resolution that could be considered if the elected body would like to consider having this option. It does not "commit" us to have to issue debt but rather provides the language in the referendum that could give us the ability.</p> <p>Conclusion:</p> <p>Mayor Raffield called for a motion. Councilmember Brandon Hannah made a motion to approve Resolution #2025-09 for purposes of language for General Obligation Sales Tax Debt for SPLOST Referendum. Councilmember Jim Looney provided a second. The motion passed 4 to 0.</p>			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Approved	N/A	N/A	

AGENDA ITEM: New Business Item #9 - Consideration of Contract Award for Perrow Park Phase 1		PRESENTER: Kim Goldener – Deputy City Manager
Discussion: At the bid opening on June 26th, the city opened 5 packages for the Perrow Park Phase 1 project.		
Bids received:		
1. Diversified Construction of GA inc. \$3,011,353.00		
2. Magnum Contracting \$2,330,340.00		
3. Complete Site LLC \$2,679,240.77		
4. JHC Corporation \$3,167,000.00		
5. SH Creel Contracting LLC \$2,370,000.00		
Local contractor Magnum Contracting is the low bidder at \$2,330,340.00 for their lump sum bid. This project is being funded through a \$1,000,000 ARC grant that has a match requirement of \$1,000,000. The preliminary estimate from GMC established when we were going through the grant application process was a total of \$2,390,160.00 - this number includes engineering, design, and a contingency for construction and design. From the original concept, the site plan has changed - the addition of a green room which requires the septic system to serve the single restroom, an enlarged event space area to accommodate additional event attendees, etc. We have budgeted all along \$2,400,000 for this project using a combination of ARC grant funds and SPLOST funds.		
Conclusion:		
Mayor Raffield called for a motion. Councilmember Jim Looney made a motion to approve the low bid of Magnum Contracting and to authorize the mayor to execute any and all documents related to the contract contingent upon legal and City Managers' office review/approval. Councilmember Sonny Proctor, MD provided a second. The motion passed 4 to 0.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Business Item #10 - Consideration of FY2025 Mid-year Budget Amendments		PRESENTER: Lindsey Williams – Finance Director	
Discussion: Consideration and Approval of Resolution No. 2025 – 08. As discussed at the work session, the resolution is for the staff recommended mid-year budget amendments for FY2025.			
Conclusion:			
Mayor Raffield called for a motion. Councilmember Anne Sneve made a motion to approve Resolution No. 2025-08 for the mid-year budget amendments for FY2025. Council Member Jim Looney provided a second. The motion passed 4 to 0.			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Approved		N/A	N/A

AGENDA ITEM: New Business Item #11 - Consideration of Contract Award for the GEFA Sanitary Sewer Collection System Rehab Project	PRESENTER: Kim Goldener – Deputy City Manager
Discussion: At the bid opening on July 1st, the City opened 7 packages for the GEFA Sanitary Sewer Collection System Rehab project. As you'll recall from GMC's presentation at the May 22nd Work Session, this project focuses on the N/NW sewer basin where we've seen the majority of new development come in or be proposed in, and addresses 1 of the 4 identified zones in this basin.	
<u>Bid results:</u>	
RDJE, Inc - \$3,073,691.00 base --> \$3,495,926.00 if we include the SCADA installation at all lift stations	
CaJenn Construction - \$3,045,911.00 base --> \$3,166,076.00 if we include the SCADA	
Townley Construction - \$1,628,725.00 base --> \$1,732,225.00 if we include the SCADA	
Inliner Solutions LLC - \$1,510,959.00 base --> \$1,630,959.00 if we include the SCADA	
FS Scarbrough LLC - \$3,292,383.76 base --> \$3,409,117.06 if we include the SCADA	
KAM Contracting - \$1,911,152.40 base --> \$2,160,677.40 if we include the SCADA	
Metals & Materials Eng - \$1,662,483.00 base --> \$2,202,483.00 if we include the SCADA	

Inliner Solutions LLC is the low bidder at \$1,510,959.00 for their base bid. There was a bid alternate in the package for adding SCADA to all of our sanitary lift stations, and for Inliner, this results in a total bid of \$1,630,959.00, which GMC recommends that we accept with contract language that the SCADA work may be removed at the end should our budget not allow for this work. As a reminder, the bid was structured to receive unit pricing for multiple tasks - cleaning and televising all line segments and manholes, and then unit pricing for different methods of rehab: CIPP lining, point repairs, manhole lining, etc. While the base bid is over the GEFA loan amount, this method of unit pricing will allow the City to have all identified line segments and manholes cleaned and televised, then GMC will review all tapes and specify the method of rehab that needs to be used. Once we have allocated the money, we have available through the loan to the rehab work, we will be finished unless we are able to supplement with Enterprise funds.

Conclusion:

Mayor Raffield called for a motion. Councilmember Brandon Hannah made a motion to authorize the mayor to sign any and all contract documents with Inliner Solutions, contingent upon legal's review and approval. Councilmember Jim Looney provided a second. The motion passed 4 to 0.

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

AGENDA ITEM: Executive Session

PRESENTER: Mayor Kirk Raffield

Discussion:

Mayor Raffield called for a motion to go into Executive Session @ 8:08pm 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 4 to 0.

Mayor Raffield made a motion to end Executive Session @ 9:24pm and go back into council session. Councilmember Jim Looney made a motion and Councilmember Brandon Hannah provided a second. Motion passed 4 to 0.

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

AGENDA ITEM: Adjourn

PRESENTER: Mayor Kirk Raffield

Discussion:

Mayor Raffield called for a motion to adjourn @ 9:25pm.

Councilmember Jim Looney made a motion to approve adjournment. Councilmember Brandon Hannah provided a second. The motion to approve passed 4 to 0.

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


 Mayor, Kirk D. Raffield


 City Clerk, Lorrie Waters



