



City of Jasper
200 Burnt Mountain Road
Jasper, GA 30143
MINUTES | REGULAR COUNCIL MEETING
Monday, August 4, 6:00 PM

MEMBERS PRESENT

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

STAFF

Brandon Douglas
Kim Goldener
Lindsey Williams
Matt Dawkins
John Sherrer
Mary Elizabeth Burgess
Joshua Davis
Mike Davis
Carly Glaze
Greg Chapman

GUESTS IN ATTENDANCE

See Attachment "A"

MEMBERS ABSENT

Anne Sneve

LEGAL COUNSEL

David Syfan

PRESS

Mari Livsey – Know Pickens

Dan Pool – Pickens Progress

AGENDA ITEM: Call Meeting to Order/Invocation/Pledge of Allegiance		PRESENTER: Mayor Kirk Raffield
Mayor Raffield called the meeting to order. Mayor Raffield called on the Councilmember Brandon Hannah to confirm a quorum was present. Mayor Raffield called on Dr. Shelia Crowe from Jasper United Methodist Church (JUMC) to provide the Invocation. Mayor Raffield called on Councilmember John Foust to lead the Pledge of Allegiance.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None	N/A	N/A

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

AGENDA ITEM: Presentation – Law Enforcement Appreciation Day – August 20, 2025		PRESENTER: Mayor Kirk Raffield
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AGENDA ITEM: Public Comments		PRESENTER: Mayor Kirk Raffield
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. Attendees who signed up to speak: <ol style="list-style-type: none">1. Samuel Sly – Stop Sign @ Sellers and Main Streets – one of the flashing lights not working2. Mathew Parks – Opposed to public safety training facility on Cove Rd3. Tony Davis – Proposed Main Street Boundaries		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/A	N/A	N/A

AGENDA ITEM: Consent Agenda		PRESENTER: Mayor Kirk Raffield
Items on the Consent Agenda <ol style="list-style-type: none"> 1. Minutes from 06.02.2025 Council Meeting – Revised due to missing Action Item #8. 2. Minutes from 07.07.2025 Council Meeting Conclusion: 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.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Business		PRESENTER: Kim Goldener – Deputy City Manager
#1 Consideration of Pickens High school's special event application for a Homecoming Parade and Festival		
Discussion: Please see the attached application for Pickens High School's special event application for Homecoming Parade through downtown on Wednesday, September 17th. Similar to last year's event, the parade will be staged in the grassy field across from Jasper United Methodist Church between Appalachian Trail and Spring Street, and will then head northeast along Spring Street, and turning onto S Main Street headed north. The high school has agreed to follow the modified route which will take them between the bollards at Stegall Station and then straight down Stegall Drive to Lee Newton Park. There will be a festival similar to last year with games set up for students to enjoy. The parade will be made up specifically of school sponsored athletics and clubs/organizations, and the elementary and middle/junior high schools will also be invited to participate. The high school did an amazing job with last year's parade and were very easy to work with. They are in the process of obtaining the event insurance needed for the event and will get that to us as quickly as possible. Holly Rylee with Pickens High School is here with us this evening to answer any questions you may have.		
Conclusion: Mayor Raffield called for a motion. Councilmember Brandon Hannah made a motion to approve Pickens High School Special Event Application. Councilmember John Foust provided a second. The motion passed 4 to 0.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Business		PRESENTER: Kim Goldener – Deputy City Manager
#2 Consideration of Jasper United Methodist Church's event application for the 44th Marble Festival Road Race		
Discussion: Jasper United Methodist Church is planning the 44th Marble Festival Road Race to be held Saturday, October 4th. This race has both a 5K race that starts at 8AM, and a 1-mile Fun Run that starts at 9AM. The standard race route: The 5K race starts on N Main Street at the intersection with DB Carrol Street, and heads south along Main Street down to the Little Avenue intersection. Racers then head back north and turn onto Spring Street where they end along Appalachian Trail across from the church. Ms. Juanita Tatum with JUMC is here this evening to answer any questions you may have.		
Conclusion: Mayor Raffield called for a motion. Councilmember Jim Looney made a motion to approve Jasper United Methodist Church's event application for the 44th Marble Festival Road Race. 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		PRESENTER: Kim Goldener – Deputy City Manager
#3 Consideration of Jasper Police Department's event request for National Night Out		
<p>Discussion: Jasper Police Department's National Night Out event is scheduled to be in Lee Newton Park on Saturday, September 13th. JPD first held this event in 2023 and unfortunately had to cancel the 2024 event due to bad weather. This event will involve lots of games and fun, and there will be multiple partner agencies that will attend as well.</p> <p>Chief Matt Dawkins is here this evening to answer any questions.</p> <p>Conclusion:</p> <p>Mayor Raffield called for a motion. Councilmember Brandon Hannah made a motion to approve the Jasper Police Department's National Night Out event. Councilmember Sonny Proctor, MD provided a second. The motion passed 4 to 0.</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Business		PRESENTER: Mayor Kirk Raffield
#4 Consideration of Tony Davis to serve on the Jasper Planning Commission		
<p>Discussion: Mr. Tony Davis expressed an interest in serving on the Planning Commission (vacant position from unexpired term – Craig Jones) and as such he submitted an application for service.</p> <p>Conclusion:</p> <p>Mayor Raffield called for a motion. Councilmember Jim Looney made a motion to approve the appointment of Mr. Tony Davis to the Jasper Planning Commission. Councilmember Brandon Hannah provided a second. The motion passed 4 to 0.</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Business		PRESENTER: Mary Elizabeth Burgess – Planning and Development Director
#5 Consideration and approval of alcohol license to sell beer and wine by the package for MAC 170 LLC.		
<p>Discussion: We received an application on behalf of MAC 170 LLC to obtain an alcohol license to sell beer and wine by the package. The applicant submitted all the required paperwork and cleared the required background check with no disqualifying factors. One sign was displayed along the frontage of the property for 30 days and a legal ad was run for four consecutive weeks in the Pickens Progress</p> <p>Applicant: Arunprasad Manne on behalf of MAC 170 LLC. Location: 170 Antioch Church Road Background Check: Complete; no disqualifying factors. Resident of County: Not required for beer and wine sales.</p> <p>Conclusion:</p> <p>Mayor Raffield called for a motion. Councilmember Brandon Hannah made a motion to approve alcohol license to sell beer and wine by the package for MAC 170, LLC. Councilmember Sonny Proctor, MD provided a second. The motion passed 4 to 0.</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Business		PRESENTER: Lindsey Williams – Finance Director
#6 Consideration and Approval of the Revisions to Chapter 82 (Utilities) of the Code of Ordinances		
<p>Discussion: Staff have worked with Mr. Syfan on revising Chapter 82, Sections 82-1 through 82-3 of the Code of Ordinances pertaining to utilities. The new ordinance would delete Sections 82-1 through 82-3 in its entirety and substitute in place of, new sections 82-1(a-f), 82-2 (a-f) and 82-3 (a-d). The changes to the ordinance revises the hours and days that services will be reconnected due to nonpayment, not complying with utility rules, or tampering with equipment. We currently offer services after hours and on the weekends.</p> <p>The new ordinance would not reconnect utilities after 3:00pm, Monday - Friday or on weekends. Note that staff does not turn water off on Fridays or holidays.</p> <p>This will help with the safety of our employees as well as the cost associated with sending them out after hours.</p> <p>Conclusion:</p> <p>Mayor Raffield called for a motion. Councilmember Jim Looney made a motion to approve the revisions to Chapter 82 in the Code of Ordinances. Councilmember John Foust provided a second. The motion passed 4 to 0.</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Business		PRESENTER: John Sherrer – Fire Chief
#7 Consideration and Approval E-Plan Solution and Fee Schedule		
<p>Discussion: Jasper Fire Department would like to transition to a web-based platform for plan review and permitting for the Fire Marshal's office. This platform will also serve as a point-of-sale vendor to allow for the receipt of Online payments as well. This platform would be accessible to City Management and Planning and Zoning as well. The city does not pay for E Plan Solution for the service. E Plan Solution collects a fee from the end user when they submit plans or request inspections, as well as any other services through the Fire Marshal's Office. The platform will handle all fee collection for the Fire Marshal's office and direct deposit it into accounts specified by the Finance Department. City Attorney Syfan has reviewed the agreement, and his recommendations have been included in the document. Mr. Syfan also requested that the JFD Fee Schedule be amended to incorporate the E Plan Solution Fees to the end user.</p> <p>Conclusion:</p> <p>Mayor Raffield called for a motion. Councilmember Brandon Hannah made a motion to approve the E-Plan Solution and Fee Schedule. 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		PRESENTER: Brandon Douglas – City Manager
#8 Consideration of Ordinance No. 2025-18 for Special Events Licenses		
<p>Discussion: As you may be aware, staff have worked with city attorney in identifying ways to modify Section 10-26 of our Code to reflect more accurately the practices that have ensued during the last several years. Since the City hosts or facilitates many events annually, there is a component of alcohol that licensed vendors seek approval to participate in said events. As is currently written, Section 10-26 allows for 3 events annually which is more restrictive than the number of events that are held. The broadly written Special Events License enables the mayor to utilize discretion relative to the issuances of these licenses. The applicants are still required to pursue their state licenses, but it has been my experience that the state defers a lot to the local governments since there are hundreds of cities and ordinances throughout the state and if the entity is compliant with their state requirements and local regulations then that suffices. The modified version of the ordinance allows for eight requests vs. three and allows for up to four days vs. one day. As we continue to enhance our events, etc., there may be a time for more than a one-day issuance, but the four days is not excessive to the point of creating a circumvention of normal operating procedures.</p> <p>Conclusion:</p> <p>Mayor Raffield called for a motion. Councilmember Brandon Hannah made a motion to approve Ordinance No. 2025-18 for Special Event Licenses. 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		PRESENTER: Carly Glaze – Community Engagement Manager
#9 Consideration and Approval of City of Jasper's Main Street Boundary		
<p>Discussion: On Monday July 28th the DDA adopted what will serve as our Main Street Boundary. The approach to Main Street is a holistic approach to downtown revitalization based on the four major points of design, promotion, economic vitality, and organization. We really aim to focus on the aspects of preserving and highlighting the history and heritage of our community. We also really want to bring people into downtown which falls in line with Economic Development.</p> <p>Conclusion:</p> <p>Mayor Raffield called for a motion. Councilmember Brandon Hannah made a motion to approve the City of Jasper's Main Street Boundary. Councilmember John Foust provided a second. The motion passed 4 to 0.</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Business		PRESENTER: Brandon Douglas – City Manager
#10 Discussion - Abandonment of public rights-of-way (Greenwood Court) at 34 Oakmont Drive		
<p>Discussion: The property owner of 34 Oakmont Drive has requested the City to consider abandoning the platted rights-of-way for an unbuilt street.</p> <p>When the owner recorded the plat, it was recorded originally to be for eight (8) lots. It also included a platted right-of-way (Greenwood Ct) which was never built along Oakmont Drive as the lots remained combined with one (1) residential structure which was built at 34 Oakmont Drive.</p> <p>The owner has the property under contract for sale. The buyer for the property is interested in subdividing the parcel into four (4) parcels (keep the 1 house and create 3 new properties).</p> <p>In light of the platted right of way, the proposed subdividing of the parcel could not occur due to the location of the right of way.</p> <p>As such, the seller and buyer are asking for the city to abandon and deed the right of way to the owner of 34 Oakmont Dr. so that it can be absorbed into the parcel (unencumbered).</p> <p>Staff are unaware of any public need for the rights-of-way.</p> <p>Mr. Chris Bryan is present and represents his family.</p> <p>Conclusion:</p> <p>Mayor Raffield called for a motion. Councilmember Brandon Hannah made a motion to approve Resolution No. 2025-11 as described in the Certificate of Abandonment, be abandoned as a public street or public way. Councilmember Jim Looney provided a second. The motion passed 4 to 0.</p> <p>Mayor Raffield called for a motion. Councilmember Brandon Hannah made a motion to approve the Abandonment of Easement. Councilmember John Foust provided a second. The motion passed 4 to 0.</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Business		PRESENTER: Kim Goldener – Deputy City Manager
#11 Discussion - Stormwater Proposals		
<p>Discussion: As you may recall, we had moved forward with soliciting proposals for stormwater work along Stegall Drive, Mary St., and Squaw Valley.</p> <p>We received 1 proposal, and the respondent provided the following:</p> <p>Option 1 (Stegall) = \$224,027</p> <p>Option 2 (Stegall) = \$257,198 (longer run of pipe)</p> <p>Both above options include improvement to Mary Street</p> <p>Squaw Valley = \$273,362</p>		

Mayor and Council has received the information presented and are requested to provide staff with direction on how to proceed.

Conclusion:

Mayor Raffield called for a motion. Councilmember Jim Looney made a motion to reject bid from Hughes Site Work. 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
#12 Discussion – Hensley Plaza and Wall Street

PRESENTER: Mr. Dave Terry – Owner of Hensley Plaza along Wall Street

Discussion: Mr. Dave Terry (owner of Hensley Plaza along Wall Street) would like to present to Council an idea relative to the directional flow of traffic along Wall Street along with other ideas that he would like to partner with the City of Jasper. The requests are beyond the authority of staff and would require direction from the elected body to move forward.

Mr. Terry spoke about his desire to convert Wall Street to a one-way street as well as upgrades to the sidewalks. He also commented on the parking spaces for the barber shop and stated the court staff takes up valuable parking spaces for the businesses in this area.

Mr. Terry stated his opinion that this project would be a great partnering/collaboration effort for all parties involved. He would like to plan a key stakeholders meeting so that this partnership/collaboration could be discussed.

Conclusion:

No Action was taken due to this being a discussion and information item only.

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 @ 8:09pm for discussion of Real Estate and Legal. Councilmember Jim Looney made a motion to go into Executive Session. Councilmember Brandon Hannah provided a second. The motion passed 4 to 0.

Mayor Raffield made a motion to end Executive Session @ 9:27pm 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.

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

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


Kirk D. Raffield, Mayor




Lorrie Waters, City Clerk
Kim Goldener
Interim City Clerk
9-8-25

PLEASE SIGN IN

JASPER
City Council Meeting
SIGN IN ROSTER
August 4, 2025

PRINT NAME	ADDRESS/OR BUSINESS AFFILIATION
Kim Goldner	WJ
JAMES BYAN	
Jer Bryant	
LYDIA Spink	
Chris Bryan	34 account
Mari Luby	Know Pickle
Pam Watkins	PCBC
Karen Roelofs	
Holly Rylee	Pickens High School
Samuel Sp	Seller St.
Matt Dawkins	JPD
Dore Tarry	Harley Place
JOSH DAVES	COJ
MIKE & KIM DOYLE	JKE
Penny Cicus	279 Grand Circle
Matthew Parls	2147 Cove Rd. Jasper, GA
Ian Evans	
Brett Roland	
Bridget Roland	
Tramita Laton	2409 Bethenny Rd. Jasper, GA

PLEASE SIGN IN

JASPER
City Council Meeting
SIGN IN ROSTER
August 4, 2025

PRINT NAME

ADDRESS/OR BUSINESS AFFILIATION

Tommy Davis	400	Georgiana St.
Aron Graded Manna	170	Antioch RD
Amy + Chris Ceate		
Vanessa Sultan	254	Ridgewood Rd.
Sheila Crowe		Jasper United Methodist
Mary E Burgess	602	

CITY OF JASPER

PUBLIC COMMENT SIGN UP SHEET

Monday, August 4, 2025

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
✓ Samuel Sly	175 E. Sellers St.	Stop sign @ Sellers / Main
✓ Mathew Parks	2147 Cove Rd.	Proposed Gun Range
✓ Tony Davis	400 Greenway St.	Main St. Security

***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 **3 minutes per person**; 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.**

