



**City of Jasper**  
 200 Burnt Mountain Road  
 Jasper, GA 30143  
 MINUTES | COUNCIL WORK SESSION MEETING  
 Thursday, November 20, 2025, 6:00 PM

**MEMBERS PRESENT**

Mayor Kirk Raffield  
 Dr. Folsom Proctor  
 John Foust  
 Jim Looney  
 Anne Sneve  
 Brandon Hannah

**STAFF**

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

**GUESTS IN ATTENDANCE**

See Attachment "A"

**MEMBERS ABSENT**

**LEGAL COUNSEL**

David Syfan via phone

**PRESS**

Mari Livsey – Know Pickens  
 Dan Pool – Pickens Progress

<b>AGENDA ITEM I: Call Meeting to Order/Invocation/Pledge of Allegiance</b>		<b>PRESENTER: Mayor Kirk Raffield</b>
Mayor Raffield called the meeting to order. Mayor Raffield called on the Councilmember Brandon Hannah to confirm a quorum was present.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
None	N/A	N/A

<b>AGENDA ITEM II: Adopt Agenda</b>		<b>PRESENTER: Mayor Kirk Raffield</b>
<b>CONCLUSION:</b>		
Mayor Raffield called for a motion to adopt the agenda. Councilmember Anne Sneve made a motion to approve. Councilmember Brandon Hannah 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 III: Public Hearing</b>		<b>PRESENTER: Mayor Kirk Raffield</b>
Public Hearing opened @ 6:04pm.		
a. FY2026 Budget		
<ul style="list-style-type: none"> <li>• Revenues and Expenditures – Revenue received is 34% Real &amp; Personal Property Tax and 51% TAVT, Franchise Tax, Alcohol Excise Tax and Occupational Tax. Expenditures are 73% Personnel.</li> <li>• Each Budget Line was presented</li> <li>• SPLOST (2014 &amp; 2020)</li> <li>• Inframark Contract increased by 4% - operates the water &amp; wastewater plants</li> <li>• No personnel or capital projects are included in the 2026 Budget.</li> <li>• Use of Fund Balance</li> <li>• Sanitation – No new personnel and no capital projects</li> <li>• Enterprise Expenditures</li> </ul>		
b. Public Comments		
<ul style="list-style-type: none"> <li>• Mr. Tony Davis commented on the professionalism of Inframark employees.</li> </ul>		
Public Hearing closed @ 6:43pm.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
N/A	N/A	N/A

<b>AGENDA ITEM IV: Consideration of GEFA Clean Water Loan Modification Request</b>			<b>PRESENTER: Kim Goldener – Deputy City Manager</b>
<p><b>Discussion:</b> The original loan documents for the GEFA Clean Water Loan #CW2024007 (Sanitary Sewer System Improvements) indicated an end of construction occurring in January 2026. Based on when we started the process to obtain the loan (Fall 2023), this was a best guesstimate on when construction would end. As you'll recall, last month we made a modification request for the Drinking Water Loan to amend the schedule, and we need to follow the same process for the Clean Water Loan.</p> <p>There is no fee to modify the loan as this is our first modification request on this particular loan.</p> <p>Staff requests that Council authorize the Mayor to execute any and all documents associated with the Loan Modification request for the Clean Water Loan #CW2024007.</p> <p><b>Conclusion:</b></p> <p>Mayor Raffield called for a motion. Councilmember Jim Looney made a motion to approve the GEFA Clean Water Loan #CW2024007 Modification Request. 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 V: Consideration of Recommendations on GEFA funded Water Treatment Plant Rehab project</b>			<b>PRESENTER: Kim Goldener – Deputy City Manager</b>
<p><b>Discussion:</b> As Council is aware, we received 2 bids for the GEFA funded Water Treatment Plant in October and both were significantly higher than the available funding we have for the project. At the last work session, Council authorized our consultant, Kimley-Horn, to negotiate with both bidders on a reduced scope of work that still addresses issues identified during our last EPD Sanitary Survey of the Water Plant.</p> <p>Please refer to the attached bid evaluation from Kimley Horn for the reduced scope of work - the revised bids are based on 3 categories:</p> <ul style="list-style-type: none"> <li>&gt; Lump Sum Items - this category includes as many of the "must have's" as could be fit in, one of which is changing the filter under drains and media in 1 pair of filters (we have 3 pairs of filters total at the plant).</li> <li>&gt; Alternate #1 - adds an additional pair of filters into the scope of work - this would allow our 4 oldest filters to have the Leopold filter under drains installed.</li> <li>&gt; Alternate #2 - allows the newest pair of filters - which are already Leopold system - to be updated.</li> </ul> <p>Lump sum plus Alternate #1 brings the low bid from Rehab Construction out of Conyers to \$1,708,599.66, which is in budget. Adding Alternate #2 keeps Rehab Construction as the low bidder but brings the total to \$1,968,317.30, which is over budget.</p> <p>The Enterprise Committee met last week, and then staff met with Inframark. Our recommendation is for 1. Council to award the reduced scope of work contract for lump sum items and alternate #1 totaling \$1,708,599.66 to Rehab Construction out of Conyers, GA, and 2. Council approve a NTE amount of \$259,717.64 (the dollar amount for alternate #2) to be funded from 2026 SPLOST so we may incorporate in more items that need to be done at the Plant - relocated fence and gate, roof replacement, additional electrical upgrades, etc.</p> <p><b>Conclusion:</b></p> <p>Mayor Raffield called for a motion. Councilmember Anne Sneve made a motion to approve the GEFA funded Water Treatment Plant Rehab Project. Councilmember Jim Looney 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: Executive Session</b>		<b>PRESENTER: Mayor Kirk Raffield</b>
<p><b>Discussion:</b>          Mayor Raffield called for a motion to go into Executive Session @ 6:54pm for discussion of Legal and Personnel. Councilmember Brandon Hannah made a motion to go into Executive Session. Councilmember Anne Sneve provided a second. The motion passed unanimously.</p> <p>Mayor Raffield made a motion to end Executive Session @ 8:04pm and go back into council session. Councilmember Anne Sneve made a motion end the Executive Session and Councilmember Brandon Hannah provided a second. Motion passed unanimously.</p>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Approved	N/A	N/A

<b>AGENDA ITEM: Adjourn</b>		<b>PRESENTER: Mayor Kirk Raffield</b>
<p><b>Discussion:</b>          Mayor Raffield called for a motion to adjourn at 8:05pm.          Councilmember Jim Looney made a motion to adjourn the meeting. Councilmember Anne Sneve provided a second. The motion to approve passed unanimously.</p>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Adjourned	N/A	N/A

  
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 Mayor, Kirk D. Raffield

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 City Clerk, Lorrie Waters

Interim City Clerk  2-2-26



