

City of Jasper
200 Burnt Mountain Road
Jasper, Georgia 30143
REGULAR COUNCIL MEETING
Monday, January 3, 2022, 6:00 PM

- I. Call meeting to order
- II. Invocation
- III. Pledge of Allegiance
- IV. Adopt agenda
- V. Approve minutes of December 6, 2021, Public Hearing/Regular Council Meeting and December 20, 2021, Special Called Meeting.
- VI. Organization Meeting
 - A. Swearing in of newly elected Council
 - 1. City Clerk Beverly Ragland
 - B. Review and approval 2022 Department Co-Chairs/Liaison
 - 1. Mayor Steve Lawrence
 - C. Election of Mayor Pro Tempore
 - 1. Mayor Steve Lawrence
- VII. Old Business
 - A. Approval of Resolution # 2021-016 Adoption of 2022 Budget
 - 1. Beverly Ragland
- VIII. New Business
 - A. Consideration of Ordinance No. 2022-01 – Permanent Polling Place Change for City of Jasper Municipal Elections.
 - 1. R. David Syfan
 - B. Consideration and approval of 2022 Jasper Watershed Monitoring Proposal
 - 1. David Hall
 - C. Consideration and approval of 2022 Agreement for Tourism Development Services with Pickens County Chamber of Commerce
 - 1. Mayor Steve Lawrence
 - D. Consideration and approval for the Legal Services Agreement for General Legal Services as City Attorney for the City of Jasper for R. David Syfan from Hulsey, Oliver & Mahar, LLP as City Attorney and for Mayor to execute Letter of Contract for 2022.
 - 1. Mayor Steve Lawrence
 - 2. Council members Looney & Sneve
 - E. Consideration and approval of Municipal Court Judge Service Agreement between the City of Jasper and Judge Robert Sneed for appointment thereof for January 1 through December 31, 2022.
 - 1. Mayor Steve Lawrence
 - F. Consideration and approval of Municipal Court Prosecuting Attorney Service Agreement between the City of Jasper and Joseph Hudson for appointment thereof for January 1 through December 31, 2022.
 - 1. Mayor Steve Lawrence
 - G. Consideration and approval of Municipal Court Public Defender Service Agreement between the City of Jasper and Cortney Stuart for appointment thereof for January 1 through December 31, 2022.
 - 1. Mayor Steve Lawrence

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Members Present:

Mayor Steve Lawrence
Anne Sneve
Jim Looney
Kirk Raffield
Dr. Sonny Proctor

Staff:

Sonia Jammes
Beverly Ragland
Tara Benson
David Hall
Stacey Johnson
Lindsey Williams
Kim Goldener

Guests in Attendance:

Green Suttles
J. Cornelus
Parish Lowrie
Jack Dunn
Karen Proctor
John Sneve

Members Absent:

John Foust

Legal Counsel:

David Syfan

Press:

Pickens Progress- Dan Pool
Know Pickens

Mayor Steve Lawrence asked Councilmember Anne Sneve if she recognized a quorum. Councilmember Sneve seeing a quorum, Mayor Lawrence recognized meeting as open. Mayor Lawrence stated Councilmember John Foust will not be in attendance.

He requested Councilmember Kirk Raffield to provide the invocation. He requested Councilmember Dr. Sonny Proctor to lead the Pledge of Allegiance.

Mayor Lawrence introduced new City Manager, Sonia Jammes.

Mayor Lawrence advised Council that an agenda is in front of them, and he entertained a motion to adopt. Councilmember Sneve made a motion to adopt the agenda with Councilmember Jim Looney providing a second. Motion to approve passed unanimously.

Mayor Lawrence called for a motion to approve minutes from the December 6, 2021, Public Hearing/Regular Council Meeting and the December 20, 2021, Special Called Meeting. Councilmember Raffield made a motion to approve. Councilmember Looney provided a second. Motion to approve passed unanimously.

Mayor Lawrence called on City Clerk Beverly Ragland to Swear in Councilmember Anne Sneve and Councilmember Dr. Folsom Proctor, III.

Mayor Lawrence called for a motion to approve the 2022-2023 Department Co-Chairs:

Police/Fire	Kirk Raffield and Jim Looney
Streets/Parks	John Foust and Anne Sneve
Administration	Anne Sneve and Jim Looney
Development	Dr. Sonny Proctor and Jim Looney
Water/Waste-Water	John Foust and Dr. Sonny Proctor.

Councilmember Raffield made a motion to approve as presented. Councilmember Sneve provided a second. Motion to approve passed unanimously.

Mayor Lawrence moved on to the Election of Mayor Pro Tempore. He explained this is not something the Mayor is allowed to recommend to Council; this is to be brought forth by Council and decided by Council. Mayor Pro Temp is a two-year term. Councilmember Sneve nominated Kirk Raffield. Councilmember Proctor provided a second. Motion to approve passed unanimously. Councilmember Proctor acknowledged and thanked Councilmember Looney for his term served as Mayor Pro Temp.

Mayor Lawrence recognized the first item under old business (item A) Approval of Resolution # 2021-016 Adoption of 2022 Budget. Ms. Ragland stated that our Charter requires budgets to be passed by Resolution. A Copy of the 2022 Budget was provided for Mayor and Council. Councilmember Looney made a motion to approve. Councilmember Raffield provided a second. Motion to approve passed unanimously.

Mayor Lawrence recognized the first item under new business (item A) Consideration of Ordinance No. 2022-01 – Permanent Polling Place Change for City of Jasper Municipal Elections. Mayor Lawrence called on City Attorney David Syfan. Mr. Syfan provided a copy of the Permanent Polling Place Change for City of Jasper Municipal Elections. He stated that a permanent change to a polling place requires Council to vote on the change after a legal ad is ran for two

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consecutive weeks. These ads were published in the December 20 and 27 editions of the Pickens Progress. The Location is at 55 G.G. Lovell Street, Suite C, Jasper, Georgia 30143. (Beside the Jasper Police Department). Mayor Lawrence called for a motion. Councilmember Sneve made a motion to approve Ordinance No. 2022-01. Councilmember Looney provided a second. Motion to approve passed unanimously. Mr. Syfan added that at the next election (2023) we will need to put up signage to re-notify the voters.

Mayor Lawrence recognized the next item under new business (item B) Consideration and approval of 2022 Jasper Watershed Monitoring Proposal. Mayor Lawrence recognized Water Director David Hall. Mr. Hall provided the background on the watershed Monitoring proposal. Two proposals were received. The Low bid was Vanasse Hangen Brustin, Inc. (VHB) at \$23,316. The City's NPDES permit for the Water Pollution control plant requires annual watershed reports for our Watershed Protection Plan. The reports also provide water quality and biological stream sampling and analyses required by EPD. Mayor Lawrence called for a motion to approve the 2022 Jasper Watershed Monitoring proposal with VHB at \$23,316. Councilmember Raffield made a motion to approve. Councilmember Sneve provided a second. Motion to approve passed unanimously.

Mayor Lawrence recognized the next item under new business (item C) Consideration and approval of 2022 Agreement for Tourism Development Services with Pickens County Chamber of Commerce. This is an annual contract agreement with the Chamber of Commerce funded by Hotel/Motel funds collected by the City of Jasper with 66.6 percent of revenue sent to the Chamber of Commerce for promotion of tourism. Councilmember Sneve made a motion to approve. Councilmember Raffield provided a second. Motion to approve passed unanimously.

Mayor Lawrence recognized the next item under new business (item D) Consideration and approval for the Legal Services Agreement for General Legal Services for R. David Syfan from Hulsey, Oliver & Mahar, LLP as City Attorney and for Mayor to execute Letter of Contract for 2022. Staff is recommending approval of the 2022 Legal Service Agreement with R. David Syfan with an hourly rate of \$165/hr. Mayor Lawrence called for a motion to approve the 2022 Agreement. Councilmember Looney made a motion to approve. Councilmember Sneve provided a second. Motion to approve passed unanimously.

Mayor Lawrence recognized the next item under new business (item E) Consideration and approval of Municipal Court Judge Service Agreement between the City of Jasper and Judge Robert Sneed for appointment thereof for January 1 through December 31, 2022. Councilmember Raffield made a motion to approve. Councilmember Raffield provided a second. Motion to approve passed unanimously. The agreement remains at \$1,000 for each month of service.

Mayor Lawrence recognized the next item under new business (item F) Consideration and approval of Municipal Court Prosecuting Attorney Service Agreement between the City of Jasper and Joseph Hudson for appointment thereof for January 1 through December 31, 2022. Councilmember Raffield made a motion to approve. Councilmember Sneve provided a second. Motion to approve passed unanimously. The agreement remains at \$750 for each month of service.

Mayor Lawrence recognized the next item under new business (item G) Consideration and approval of Municipal Court Public Defender Service Agreement between the City of Jasper and Cortney Stuart for appointment thereof for January 1 through December 31, 2022. Payment remains at \$750 for each month of service. Two attorneys in the same firm of Marger Stuart Law are requested as Public Defender Pro Tempore should Cortney be unable to attend. Councilmember Proctor made a motion to approve. Councilmember Raffield provided a second. Motion to approve passed unanimously. Councilmember Raffield requested that in the future use consent agendas on items such as these. Mayor Lawrence stated that he will speak with the new City Manager on future use of a consent agenda.

Mayor Lawrence recognized the next item under new business (item H) Consideration and approval of the appointment of Tom Kleinburg to continue serving on the Planning and Zoning Commission. Councilmember Looney made a motion to approve. Councilmember Raffield provided a second. Motion to approve passed unanimously. This is a 3-year term expiring 12/31/2024.

Mayor Lawrence recognized the next item under new business (item I) Consideration and approval of the appointment of Parish Lowrie to continue serving on the Downtown Development Authority. Councilmember Sneve made a motion to approve. Councilmember Looney provided a second. Motion to approve passed unanimously. This is a 6-year term expiring 12/31/2027.

Mayor Lawrence recognized the next item under new business (item J) Consideration and approval of the appointment of Frank Eubanks to continue serving on the Jasper Housing Authority. Councilmember Raffield made a motion to approve. Councilmember Looney provided a second. Motion to approve passed unanimously. This is a 5-year term expiring 12/31/2026.

Mayor Lawrence recognized the next item under new business (item K) Consideration and approval to submit a grant

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application through FEMA's Assistance to Firefighters Program. Mayor Lawrence recognized Special Projects Coordinator Kim Goldener. Mrs. Goldener requested permission to submit a grant application on behalf of the Jasper Fire Department. The grant total on the application is \$271,923.68 with our 5% match cost being \$12,948.75. Mrs. Goldener provided Mayor and Council a copy of the quote. The deadline to submit this application is 1/21/2022. Councilmember Looney made a motion to approve. Councilmember Raffield provided a second. Motion to approve passed unanimously.

Mayor Lawrence recognized the next item under new business (item L) Discussion regarding grant application to Firehouse Subs Public Safety Foundation. Mayor Lawrence recognized Mrs. Goldener. She explained the Firehouse Subs Foundation will open their quarterly application on 1/6/2022 for lifesaving equipment/prevention education tools for first responders. She stated that no matching funds are required for this grant. Staff is asking to replace the outdated Hurst vehicle extraction tools that are over 15 years old and not designed to work with newer car technology that adds to extraction time. Councilmember Raffield made a motion to approve. Councilmember Sneve provide a second. Motion to approve passed unanimously.

Mayor Lawrence recognized the next item under new business (item M) Consideration and approval to enter fourteen-day review for amendment to Employee Personnel Handbook. Mayor Lawrence recognized Ms. Ragland. Ms. Ragland noted that clarification was needed regarding employee pay for on call hours when they were not available due to use of sick or vacation leave on the day in question. A correction was also needed for the section of the handbook that gives details on the number of vacation hours that accrue each pay period for each employee classification and the respective years of service.

Mayor Lawrence recognized Committee Reports.
Development Committee
Street/Parks Committee
Administration Committee
Water/Waste-Water Committee
Finance Director Beverly Ragland provided the financial report
Development report in council packet
Fire Chief Steve Roper provided the Fire report
Police Chief Matt Dawkins provided the Police report.

Mayor Lawrence called for a motion to enter executive Session to discuss personnel. Councilmember Looney made a motion. Councilmember Sneve provided a second. Motion passed unanimously.

Councilmember Raffield made a motion to come out of executive Session. Councilmember Sneve provided a second. Motion to approve passed unanimously.

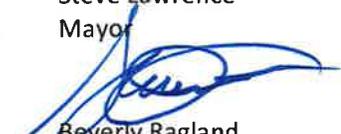
Mayor Lawrence called for a motion to allow staff to work with committee to develop a plan to begin investigation into the best practices for work on Perrow park. Councilmember Sneve made a motion to approve. Councilmember Raffield provide a second. Motion to approve passed unanimously.

Mayor Lawrence made a motion to allow staff to advertise Fire Chief and Police Chief positions through the end of January 2022. Councilmember Raffield made a motion to approve. Councilmember Looney provided a second. Motion to approve passed unanimously.

Mayor Lawrence asked for a motion to adjourn the meeting. Councilmember Proctor made the motion to adjourn and councilmember Raffield provided the second. Motion to adjourn passed unanimously.

Meeting adjourned.

Steve Lawrence
Mayor



Beverly Ragland
Finance Director/City Clerk