

CITY OF ELBERTON
REGULAR MEETING OF THE MAYOR AND COUNCIL
Monday, November 4, 2019 – 5:30 p.m.

Pursuant to due call and notice thereof the meeting of the Mayor and Council convened at 5:30 p. m. on Monday, November 4, 2019 in the Council Chambers of the Municipal Building, 203 Elbert Street with Mayor Guest presiding.

Present were: Council Members Butler, Colquitt, Hunt, Parham, and Prince; City Attorney Jenkins, City Clerk Churney and Director of Utilities Administration Saxon. Absent was: City Manager Dunn.

Mayor Guest called the meeting to order and led the assembly in the Pledge of Allegiance. City Attorney Jenkins gave the prayer.

Council Member Butler motioned to approve the minutes of the October 7 meeting, seconded by Council Member Parham and the motion passed unanimously (Butler, Colquitt, Hunt, Prince, Parham).

There were no scheduled speakers from the floor or ordinances and resolutions to consider.

Council Member Hunt motioned to approve the consent agenda as submitted, seconded by Council Member Butler and the motion passed unanimously (Butler, Colquitt, Hunt, Parham, Prince).

1. Approved the expenditures that exceed the city manager's purchasing authority.
2. Approved the calendar of regular meeting dates for the Mayor and Council for 2020.
3. Approved the calendar of holidays for 2020.
4. Accepted the millage rate for 2019.
5. Authorized the issuance of a public assembly permit to close various streets to vehicular traffic on January 3, 2020 for the 16th Annual Twilight Stroll to the Granite Bowl as requested by the Elbert County Chamber of Commerce.
6. Authorized the issuance of a public assembly permit to close various streets to vehicular traffic on January 19, 2020 for the Annual Martin Luther King Parade as requested by the Martin Luther King Parade Committee.
7. Authorized the issuance of an alcoholic beverage license for on premises consumption of beer/malt beverages, wine and distilled spirits to the Downtown Development Authority located at 2 S. Public Square.

In the absence of City Manager Dunn, the following reports were provided to Council:

- Financial Report ending September 30, 2019.
- Monthly reports on activities of various departments.

CITY CLERK:

The Clerk's office held early/advanced voting for three weeks as required by the Secretary of State's Office. The Municipal General Election will be held Tuesday, November 5, 2019 from 7:00 a.m. to 7:00 p.m. at City Hall.

Sister City will be selling Boston Butts in December to help with the costs of the summer exchange program.

Staff will be collecting items for the Mayors' Christmas Motorcade. The items will be delivered to East Central Regional Hospital in Augusta on December 12 by 9:00 a.m.

Alcoholic license renewal applications have been mailed. The deadline to submit the 2020 renewals is November 15.

HUMAN RESOURCES:

Kevin Jordan has been promoted to Fire Chief. He brings 12 years fire service experience to the position. Brent Driscoll has been promoted to building inspector and will begin those responsibilities next month.

FIRE DEPARTMENT:

The Fire Department responded to 43 alarm calls for the month of October 2019. These calls consisted of 3 Vehicle Accidents, 28 Medical Emergencies, 8 False Alarms, 2 Cooking fires, and 1 citizen complaint. The department conducted 4 fire inspections, 1 pre-plan, and issued 2 burn permits. The Fire Department also conducted 645 hours of in-house training and 16 out of station training for the month.

BUILDING INSPECTOR:

The building inspection department issued 17 permits for the Month of October 2019. The department issued 6 electrical permits, 2 plumbing permits, 6 HVAC permits, 2 sign permits, and 1 Demo permit. During this same period there were 6 electrical inspections, 3 plumbing inspections, 6 Mechanical inspection, 1 demolition inspections, and 3 sign inspections.

POLICE DEPARTMENT:

Firing Range Qualifications were held in the month of October at the Police Department Firing Range off of Filter Plant Drive. In addition to regular bi-yearly qualifications, officers were trained in Patrol Rifle. All Officers passed the qualification course of fire which brings them up to standards as required by State Law, and the rules and regulations of the Georgia Peace Officers Standards and Training Council. Sergeant David and Sergeant Marunich were the Range Masters for this training week. Policy training in high risk/liability operations was also conducted.

The Elberton 12 County Fair was held at the fairgrounds this month. No officers were hired this year by the fair operators to perform security. No calls of any consequence were reported. Parking restrictions implemented in past years were in place on both sides of North Oliver Street from Clairmont Avenue to Elmhurst Drive. No issues were observed on parking.

The Elberton Police Department released their monthly activity for the month of September 2019. The department recorded:

1100 Calls for Service
323 Vehicle Traffic Stops
109 Incident Reports were filed

- 255 City Court cases made
- 26 Traffic accidents were investigated
- 72 People were arrested for various charges
- 8 Person was arrested for Driving under the Influence
- 9 Drug related charges were made
- 64 Department Training Hours

The Part 1 crimes are the (UCR) Uniform Crime Reports that are sent to the FBI on a monthly basis. The Part 1 crimes for September 2019 are as follows:

	September 2019	August 2019	% Change +/-
Homicide:	0	0	No Change
Rape:	1	0	Up by one incident
Robbery:	0	1	Down 100%
Assault:	11	14	Down 21.4%
Burglary:	3	6	Down by 50%
Theft:	10	12	Down by 16.6%
Auto Theft:	0	1	Down 100%

WATER & SEWER:

The crews repaired leaks on Elbert Street, Snyder Avenue, West Railroad Street and Hartwell Highway. The crews patched utility cuts made while repairing water leaks. The crews installed water taps on Filter Plant Drive and Jack McVeigh Road.

The crews cut rights-of-way in the sewer system. The crews replaced the vacuum pump at the Country Manor lift station. The crews performed preventative maintenance on the RAS pump station at the Falling Creek Treatment Plant.

The crews drained and cleaned basins #1 and #2 at the Filter Plant. The crews ran the Filter Plant belt press. The crews repaired leaks on the chlorine feed pumps and day tank at the Filter Plant.

ELECTRIC:

The Electric Department replaced one 3 phase pole that was broken on Middleton Church Road due to a vehicle accident. The department also changed out 12 cross arms on the Hartwell Highway project and re-routed the feed of Poplar Springs Road for the circuit 1532 line rehab.

CITY MARSHAL:

This office attended several in-service training classes including a Police Civil Liability training course that was sponsored by LGRMS risk control.

PUBLIC WORKS:

The construction crew continues on the renovation of 21 N. McIntosh Street. Electrical, plumbing rough-

in, and sheet rock has been completed. The street division completed asphalt patching on city streets. The street division repaired the City dumpster enclosure in Swift parking lot. The Whitworth detail crew has begun cleaning and edging sidewalks and curbing in the areas of Tate, Clairmont, and Elm Streets.

NATURAL GAS:

The Gas Department installed 2 residential services, performed odorization testing, cathodic protection survey and distribution patrolling.

Griffin Brothers (contractor for Athens Hwy) installed the pressure test on the new Athens Hwy. line and provided the City with the correct tracer codes for the material used on the new line. Electricom has installed the first part of the regulator station and will be back around October 30 to complete the new station. After that point, the regulators can be calibrated, and the new line can be activated.

MAIN STREET:

The month of October has been full of event planning for the upcoming holiday season. We will hold the 20th Annual Granite City Fall Festival on Saturday, Nov. 2, 9 a.m. - 4p.m. We currently have only ten spaces left to fill for this event. Over 50 percent of our vendors this year are first time vendors for our festival. We have entertainment that will begin at 9:30 a.m. and will last throughout the day. The entertainment consists of L3 Baton, Tadah Performing Arts, A Shoe In Dance, Juakeem Fortson, Brad Evans, Clay Page and the Jazz Band County Line Combo. Our annual 12 Days of Christmas Cash will kick off on Friday, Nov. 15 and will conclude on Candlelight Shop Night, on Tuesday, Nov. 26, 6 – 8 p.m.

Main Street and the Elbert Chamber partnered together and spoke to the 11th and 12th grade class at Elbert County High School over the topic of Economic Development. Our information was very well received. We had several students to ask questions and ask how they could contribute to grow Elberton. We are looking forward to working with the school system in introducing our students to our local business owners on future projects. We are also working with the Chamber to put together a Job Fair to be held during the fall, more info to come.

ELBERT THEATRE:

There were 36 events including Encore Productions' *Dad's Christmas Miracle* rehearsals and *Elf Jr* auditions & rehearsals; ETF's paint class; *It: Chapter Two*, *Ad Astra*, *Downton Abbey* & *Maleficent: Mistress of Evil* movie showings; and the Gas Authority's semi-annual meeting from Sept. 25 – Oct. 24.

A total of 604 patrons visited the Elbert Theatre & Elberton Arts Center between Sept. 25 and Oct. 24.

ELBERT HOTEL:

The latest occupancy statistics are as follows:

	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>
July	29.5%	38.8%	47.2%
August	33.8%	33.3%	50.2%
September	45.6%	36.3%	50.1%
October	42.8%	48.9%	

November	34.2%	29.9%	
December	32.5%	40.9%	
January	27.2%	35.5%	
February	29.0%	26.6%	
March	37.9%	35.0%	
April	32.3%	40.5%	
May	43.1%	52.7%	
June	36.4%	50.4%	
AVERAGE	35.4%	39.1%	49.2%

Net operating income for September was \$11,165 and year-to-date income was \$28,451 for three months of the fiscal year. The new gift shop is planned to open on November 2 with the Fall Festival in downtown.

Matters to be presented by the City Attorney:

- Dilapidated housing report.

Matters to be presented by the Council:

- Any other matters to be presented by the Council.

There being no further business to come before Council, upon proper motion and second the meeting was adjourned.