



*City of Mountain Breezes*

CLEVELAND, GEORGIA

**Cleveland City Council**

**Called Meeting Minutes**

TUESDAY, January 16, 2024 - 6:30 P.M.

Cleveland Community Center/Police Department

342 Campbell Street, Cleveland, GA

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**1. Call to Order**

Mayor Turner called the meeting to order at 6:30 p.m.

PRESENT:

Mayor Josh Turner, Council Members Nan Bowen, Annie Sutton, Jeremy McClure (Mayor Pro Tem), and C.J. McDonald

Also, present were City Administrator Kevin Harris, City Attorney Keith Whitaker, and City Clerk Lisa Ritchie

**2. Invocation – Pastor Marc Turner, Cleveland Worship Center, and White County Ministerial Alliance**

**3. Pledge of Allegiance**

**4. Approve Agenda**

Motion by Council Member McDonald, seconded by Council Member Sutton, and voted, unanimously, to approve the agenda.

**PRESENTATIONS**

**5. Lifesaving Awards**

Police Chief Jeff Shoemaker, Sheriff Rick Kelley, and Fire Chief Ricky Pruitt presented lifesaving awards to the following:

- White County Sheriff's Office School Resource Officer Jason Davis
- Corporal Brandon Wood

- Officer Shaka Cantrell
- Fire Lieutenant Mark Gunter
- Firefighter Norman Alexander
- Firefighter Connor Smith

Mayor Turner called for a brief recess to allow pictures to be taken.

Mayor Turner called the meeting back to order.

### **DEPARTMENT REPORTS**

6. Economic Development and Planning – Director Tom O'Bryant
  - December 2023 Report

Mr. O'Bryant addressed the Mayor and Council Members. He reported the following December items:

- Occupational Licenses – 1 (Topsy Tomato)
- Building Permits – 1 (Residential)
- Building Inspections – 15 (Gateway Village, Oak Springs Cottages, Hell on Wheels Garage, Truett)
- Sign Permits – 1 (Kai Tattoo and Art Studio)
- Plan Reviews – 1 (Scooter's Civil)
- Current Commercial Activity – 5 (6 Courthouse Square, 37 Jarrard Street, Scooters, Rogers, Truett)
- Development Inquiries – 2 (Searles Foundation, Arber Valley Communities)
- Grant Applications
  - The Appalachian Regional Grant full application for the Wastewater Treatment Plant, moved to funding. Waiting for the EDA grant to be packaged together.
  - The EDA Grant application related to Disaster Declaration FEMA-4600-DR, for resiliency relief to help fund the proposed wastewater treatment plant – the additional information requested by the agency has been provided. The agency is finishing online portal updates. Waiting for an announcement.

- FEMA AFG - The consultant is finalizing the contract with the bid winner.
  - LMIG 2024 application funded. Next step is to move to bid.
- Infrastructure
  - The new well (well 6) - preconstruction meeting with American Water has been held. American Water's engineer is preparing and submitting the Land Disturbance Plan.
  - The Design Development Report for the Wastewater Treatment Plant has been approved by the GA EDP. The next step is to modify the current permit for wastewater. The City engineer is providing guidance and is working with the Water Resource Director on this step.

## 7. Finance – Director John Solmon

- November 2023 Report

Mr. Solmon addressed the Mayor and Council Members. He reported the following November items:

- Comparison of November 2023 and November 2024
  - General Fund Revenue is up
  - LOST collections are up
  - SPLOST collections are up
  - General Fund Expenditures are down
  - Water and Sewer Fund Revenue is up
  - Water and Sewer Fund Expenditures are down

## 8. Fire Department – Chief Ricky Pruitt

- December 2023 Report

Chief Pruitt addressed the Mayor and Council Members. He reported the following December items:

- Total of 128 Calls: 99 inside the city and 29 in the County
- Annual Total of 1,349 Calls: 782 inside the city and 567 in the County

**9. Police Department - Chief Jeff Shoemaker**

- December 2023 Report

Chief Shoemaker addressed the Mayor and Council Members. He reported the following December items:

- Total occurrences – 2,131
  - Public assists - 498
  - Premise checks – 1,077
  - Field interviews - 9
  - Incident reports - 66
  - Accident reports - 26
  - Investigative/supplemental – 49
  - Use of Force - 1
  - Citations Issued - 103
  - Warnings - 287
  - Warrants - 14
  - Juvenile - 1
- Citations
  - Drug Arrest - 2
  - DUI - 3
  - Driver's license, Registration, & Insurance - 24
  - Moving violations, traffic control, etc. - 59
  - Equipment, seatbelt, etc. – 10
  - Other – 5

Chief Shoemaker stated that the total for the year is 23,464.

**10. Public Works Department – Public Works Director Ricky Hunt**

- December 2023 Report

Mr. Hunt addressed the Mayor and Council Members. He reported the following December items:

- Inside New Water Cut-In & Sewer – 1
- Water Quality - 3
- Meter Change Out – 4



- City Hall Office Maintenance – 6
- Dumpster Repair/Replace - 3
- Check For Leak – 7
- Final Reading Do Not Lock – 10
- Garbage Request – 18
- Inspection – 1
- Cut Off and Lock Meter – Non-Payment – 18
- Garbage Request Change – 1
- Meeting with Customer – 1
- Final Read and Lock meter – 13
- Payment Agreement – 2
- Street Repair – 1
- Meter Inspection – 17
- Garbage Service Discontinued – 1
- Residential Turn On – 17
- Commercial Turn On – 2
- After Hours Work – 4
- City Property Maintenance – 1
- Street R-O-W Maintenance – 1
- Meter Readings – Monthly – 2,239
- Meter Re-Reads – Monthly – 20
- Utility Locates – 63

#### **11. Water Resources – Water Resources Director Andrea Smith**

- December 2023 Report
  - Water Treatment
    - Water produced by the city wells for the month of December, 14.3 MG
    - Water purchased from the County for the month of December, 8.6 MG
    - Flushed 4 hydrants at dead end lines for water quality
    - Responded to 2 water quality service orders
    - Performed 195 laboratory analysis on drinking water
    - Collected and shipped fluoride split sample, six microbiological samples throughout the system, and THM samples

- Issued 2 boil water advisories to EPD
- Submitted all boil water advisory paperwork to EPD
- Submitted all Monthly Operating Reports to EPD
- The water loss for December was 30.2%
- Water Reclamation
  - Discharged 17.8 MG of treated effluent into the Tesnatee Creek
  - Performed 108 laboratory analysis on the influent and effluent wastewater
  - Installed 49 new UV bulbs and 1 control card
  - Replaced thermostat in Ford F-150 and changed oil
  - Replaced belts on number 3 and 4 blowers
  - Installed new tie rod ends on backhoe
  - Issued Waffle House a new grease trap pump out schedule
  - Submitted Discharge Monitoring Report to EPD
  - Received, reviewed, and filed monthly grease trap manifest
  - Issued a spill report for Campbell St. to EPD
- Industrial Pretreatment
  - Issued Cobb Vantress a permit to discharge to Cleveland's Water Reclamation Facility.
  - Met with White County Mouldings to discuss an Industrial Pretreatment Permit for the facility
  - Reviewed Cobb-Vantress and NOK Self-Monitoring Reports

## **NEW BUSINESS**

### **12. Annual renewal of Statewide Mutual Aid Agreements**

White County Director of Public Safety David Murphy, Jr. addressed the Mayor and Council Member. He stated that the agreements renew every three years.

Motion by Council Member McClure, seconded by Council Member Bowen, and voted, unanimously, to approve the annual renewal of Statewide Mutual Aid Agreements.

13. Intergovernmental Agreement for the use and distribution of proceeds from the 20246 Special Purpose Local Option Sales Tax (SPLOST VI) for capital outlay projects

Mr. Harris stated that the current SPLOST goes through 2025. He stated they need to process the next SPLOST in 2024.

Motion by Council Member McClure, seconded by Council Member McDonald, and voted, unanimously, to approve the Intergovernmental Agreement and accept the 2026 City of Cleveland Project List and to allow the mayor to execute on the City's behalf.

14. Request for purchase of leak protection equipment (SPLOST funding)

Mr. Hunt addressed the Mayor and Council Members. He presented the proposal for the purchase of leak protection equipment for the Public Works Department.

Motion by Council Member McClure, seconded by Council Member Sutton, and voted, unanimously, to approve the purchase from Rye Engineering PLC for \$6,602 with funding from SPLOST V.

15. Approval of Meeting Minutes
  - January 8, 2024 Meeting Minutes

Motion by Council Member McClure, seconded by Council Member Sutton, and voted, unanimously, to approve the January 8, 2024 Meeting Minutes.

16. Approval of Executive Session Minutes
  - January 8, 2024 Executive Session

Motion by Council Member McDonald, seconded by Council Member Bowen, and voted, unanimously, to approve the January 8, 2024 Executive Session Minutes.

## **PUBLIC COMMENTS**

There were no comments from the public.

**CITY ADMINISTRATOR KEVIN HARRIS**



Mr. Harris addressed the Mayor and Council Members. He discussed the following items:

➤ 2023 Department Accomplishments

□ Development – Commercial Accomplishments

- ✓ T-Mobile
- ✓ Popeyes
- ✓ Apex Bank
- ✓ Waffle House
- ✓ Atlantic Billboards (2 locations)
- ✓ Clyde's expansion – Bird Dog Lounge

□ Development – Residential

- ✓ Jackson Down Phase I
- ✓ Oak Springs Cottages
- ✓ Old Nacoochee Village
- ✓ Gateway Vally Manor upgrade

□ Development – Institutional, Other

- ✓ Woodlands Camp expansion
- ✓ WC Tax Commissioner Office
- ✓ 7<sup>th</sup> Day Adventist School opening
- ✓ TMU expansions

□ Development – Planning Commission

- ✓ Comprehensive Zoning Training
- ✓ Land Use Map Update
- ✓ Two Annexations

□ Infrastructure

- ✓ ARC and EDA Grant applications for wastewater plant expansion
- ✓ Utility replacement under by-pass bridge complete

□ Cleveland Fire Department

- ✓ Historic lowering of ISO to a "3" for served areas
- ✓ One additional full-time firefighter position
- ✓ FEMA AFG Ladder Truck application funded
- ✓ Work improving Upstairs Fire Areas (Flooring, Walls, furniture, and accessories)
- ✓ Multi-purpose training props assembled and deployed
- ✓ New turnout gear purchased and old equipment repurposed
- ✓ 5-year testing complete of SCBA (self-containing breathing apparatus)



- Cleveland Police Department
  - ✓ 16 officers received a total of 2259 training hours
  - ✓ First place in the Governor's Challenge for traffic safety
  - ✓ All of the patrol officers are Child Safety Seat Technicians
  - ✓ Four supervisors completed the POST management courses (120 hours), 3 modules of 40 hours
  - ✓ 8 officers were recognized for lifesaving actions
- Cleveland Public Works Department
  - ✓ New Public Works Director
  - ✓ New Deputy Public Works Director
  - ✓ Widen Intersections on Old Nacoochee Rd @ Ash Street, Faulkner Street, and Woodman Hall Road
  - ✓ Replaced Culvert on Church Street
  - ✓ Installed electronic pressure switch on Old Blue Creek Water Tank
- Cleveland Water Resources Department
  - ✓ All 3 water tanks were cleaned out and inspected
  - ✓ Received source approval for Well #6 (Seaborn Dr) from EPD
  - ✓ Awarded the bid to American Water Specialties for the construction of Well #6
  - ✓ Cobb Vantress Permit renewal to discharge to our Wastewater Treatment Plant
  - ✓ EPD accepted the engineers' comments for the DDR for the upgrade to the Wastewater Treatment Plant
- Additional
  - ✓ Personnel Handbook revamped
  - ✓ Package Store Process Completed
    - New Ordinance
    - Lottery Completed
  - ✓ Successful health fair
  - ✓ Cybersecurity and Technology substantial upgrades
  - ✓ Improved Facility conditions at City Hall (pressure washed, trim/strip hedges, inside and outside decorations for Christmas)
  - ✓ Administration Staff provided 50 gifts to Friendship Convalescent Home for their patients
- Substantial Fleet Improvement:
  - ✓ Purchased 2 2018 (Police Department)
  - ✓ Purchased 2 2023 Ford Explorers (Police Department)

- ✓ Purchased a new Ram 1 ton truck with snowplow (Public Works)
- ✓ Purchased a new 2023 Ram 1500 truck (Public Works)
- ✓ Purchased a new/used 24-yard Sanitation truck (Public Works)

**CITY ATTORNEY KEITH WHITAKER**

Mr. Whitaker did not have any items to report.

**ANNOUNCEMENTS**

Ms. Ritchie provided the announcements.

**17. Upcoming Calendar items**

- Planning and Zoning Meeting – Thursday, January 25, 2024, at 6:30 p.m. and the Cleveland Police Department
- Downtown Development Authority Meeting – Thursday, January 18, 2024, at 3:00 p.m. at the White County Chamber of Commerce

**EXECUTIVE SESSION**

Motion by Council Member McClure, seconded by Council Member Bowen and voted, unanimously, to enter an Executive Session at 7:27 p.m.

**18. Discussion regarding real estate and personnel**

Motion by Council Member Sutton, seconded by Council Member Bowen and voted, unanimously, to adjourn the Executive Session and return to the City Council Meeting at 8:54 p.m.


Council Member McDonald opened the door to allow citizens to return to the meeting.


**ADJOURN**

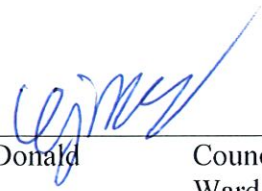
Motion by Council Member McClure, seconded by Council Member Bowen and voted, unanimously, to adjourn the City Council Meeting of January 16, 2024 at 8:56 p.m.


Approved this 5<sup>th</sup> day of February, 2024.


  
Josh Turner Mayor

  
Jeremy McClure Council Member  
Ward 3  
Mayor Pro Tem

  
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Nan Bowen                      Council Member  
   Ward 1

  
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C.J. McDonald              Council Member  
   Ward 4

  
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Annie Sutton                      Council Member  
   Ward 2

ATTEST:  
  
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Lisa A. Ritchie              City Clerk