



Cleveland City Council Minutes

Monday, November 13, 2023 - 6:30 P.M.
Cleveland Community Center/Police Department
342 Campbell Street, Cleveland, GA

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 – Reverend Manning Minton, Minister to Students, Cleveland First Baptist Church, and White County Ministerial Alliance
3. Pledge of Allegiance
4. Approve Agenda

Motion by Council Member McDonald, seconded by Council Member Bowen, and voted, unanimously, to approve the agenda with an amendment to add personnel to Executive Session (agenda item number 22).

DEPARTMENT REPORTS

5. Economic Development and Planning– Director Tom O’Bryant
 - October 2023 Report

Mr. O’Bryant addressed the Mayor and Council Members. He reported the following October items:

- Occupational Licenses – 2 (Waffle House, DHS Renovations)

- Building Permits – 7 (Truett McConnell University (TMU), Old Nacoochee Village, commercial and residential development remodel)
- Building Inspections – 19 (Gateway Village, Oak Springs Cottages, Waffle House, Ellis Brothers)
- Sign Permits – 2 (North Georgia Tire, Sweet Peas)
- Plan Reviews – 1 (TMU Driving Range)
- Current Commercial Activity – 4 (Waffle House, Courthouse Square, TMU, 37 Jarrard Street)
- Development Inquiries – 4 (Albert Tate, Fuller Living LLC, Elite Excursions, Tatewell Homes)
- Grant Applications
 - Appalachian Regional Grant full application for Wastewater Treatment Plant.
 - Economic Development Administration (EDA) grant application related to Disaster Declaration FEMA-4600-DR, for resiliency relief to help fund the proposed wastewater treatment plant – additional information was requested by the agency and has been provided – the city is awaiting an announcement
 - Federal Emergency Management Agency (FEMA) Assistance to Firefighters Grant (AFG) – the fire chief and the grant administrator have developed specs to send to the vendors
 - Georgia Department of Transportation’s (GDOT) Transportation Program (TAP) grant application for preliminary engineering for sidewalk and crosswalks connecting Freedom Park and City Park – application is to be rescinded
 - Contract with the Georgia Mountain Regional Commission (GMRC) for the preparation and submittal of the Appalachian Regional Commission (ARC) grant application for a strategic plan for downtown has been signed.
- Infrastructure and Planning
 - New well (well number 6) – The City’s engineering firm, Rindt, has prepared and sent a contract to American Water Specialties
 - Georgia Environmental Division (EPD) continues to research well number 7.

- The Downtown Development Authority (DDA) met to discuss a potential partnership with Fuller Living LLC for downtown housing.
- The Planning and Zoning Board met to consider and make a recommendation for an annexation request and a rezoning request.
- Utility and site work is underway for Old Nacoochee Village.

6. Finance – Director John Solmon

- September 2023 Report

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

- Fiscal Year 2023's net loss, year to date, (\$162,004), compared to Fiscal Year 2022's net loss, (\$444,832)
- General Fund Revenue Comparison of September 2022, \$290,006, compared to September 2023 revenue, \$237,172
- LOST and SPLOST collections are up
- General Fund Expenditure Comparison of September 2022, \$313,903, compared to September 2023 expenditure, \$398,794 (due to fees that assisted with the grant writing for the fire truck)
- General Fund expenditures by department show Fire and Police services making up the majority of the expenditures, 61%
- Water and Sewer Fund Comparison of September 2022 net income, \$15,934, compared to September 2023 net income, \$140,598 (largely due to tap fee from the new Tax Commissioner's Office)
- Water and Sewer Fund Expense Comparison of September 2022, \$188,199, compared to September 2023 expense, \$210,680

7. Fire Department – Chief Ricky Pruitt

- October 2023 Report

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

- Total of 97 Calls: 69 inside the city and 28 in the County
- White County Fire Department responded into the city 4 times

- Total of 55 pre-fire inspections

Chief Pruitt stated that the fire truck bids are due on Thursday. He said he would like to accept the bids and look over them.

8. Police Department - Chief Jeff Shoemaker

- October 2023 Report

Chief Shoemaker presented Life Saving Awards to Officer Shaka Cantrell, and Sergeant Brandon Landress

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

- Total occurrences – 1,851
 - Public assists - 573
 - Premise checks – 926
 - Field interviews - 25
 - Incident reports - 65
 - Accident reports - 23
 - Investigative/supplemental - 54
 - Citations Issued - 62
 - Warnings - 108
 - Warrants - 14
 - Juvenile - 1
- Citation Breakdown
 - Misdemeanor, non-traffic - 5
 - DUI, Alcohol, & serious offenses - 1
 - Driver's license, Registration, & Insurance - 8
 - Moving violations, traffic control, etc. - 44
 - Equipment, seatbelt, etc. - 4

9. Public Works Department – Public Works Director Ricky Hunt

- October 2023 Report

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

- Meter Change Out – 9
- City Hall Office Maintenance – 2
- Sewer Backup – 2
- Miscellaneous – 1
- Check For Leak – 11

- Final Reading Do Not Lock – 12
- Garbage Request – 16
- Hydrant – Service – 1
- Inspection – 3
- Police Department – 1
- Cut Off and Lock Meter (Non-Payment) – 15
- Garbage Request Change – 1
- Meeting with Customer – 3
- Final Read and lock Meter – 12
- Payment Agreement – 2
- Street Repair – 1
- Meter Inspection – 35
- Residential Turn On – 23
- After Hours Work – 3
- Line Inspection – 86
- Street R-O-W Maintenance – 2
- Meter Readings – Monthly – 2,274
- Meter Re-Reads – Monthly – 23
- Utility Locates – 81

PUBLIC HEARING

Mayor Turner explained the Public Hearing procedures and allowed the people the opportunity to ask questions regarding the procedures.

Mayor Turner introduced the item. He asked Ms. Glenda Coldwell to verify that she had submitted the Disclosure of Campaign Contribution Certification stating that she had not, within the two years immediately preceding her application date, made any contributions aggregating \$250.00 or more to any local official involved in the review or consideration of the application. She verified that she did submit the Disclosure as the Mayor had stated.

Mayor Turner asked Ms. Coldwell to verify that the Tax Commissioner has certified that all property taxes for Tax Map and Parcel Number 048C 166 has been paid. Ms. Coldwell verified that the Tax Commissioner has certified that all property taxes have been paid.

- 10.** Application from Roy Brogdon for annexation and zoning for approximately 0.70 acres, Tax Map and Parcel 048C 166, located at 1641 US Highway 129 South. The current White County zoning classification is C-2, highway Commercial. The requested city zoning classification is B-2, Highway Commercial District. The Proposed use is commercial development.

Planning and Zoning Chair Nadine Wardenga addressed the Mayor and Council Members to present the recommendations from the Planning Commission.

Chairwoman Wardenga stated that the Planning and Zoning Board met on October 26 to consider the item. She said that they voted, unanimously, to recommend approval.

Ms. Coldwell addressed the Mayor and Council Members to express her support of the item.

Mr. O'Bryant stated that the property will need to utilize City utilities.

There were no other comments from the public.

Mayor Turner closed the Public Hearing.

Motion by Council Member McClure, seconded by Council Member McDonald, and voted by a show of hands, unanimously, to accept Tax Map and Parcel 048C 166, located at 1641 US Highway 129 South for annexing into the city.

Motion by Council Member McClure, seconded by Council Member Bowen, and voted by a show of hands, unanimously, to change the zoning for Parcel 048C 166 to B-2.

- 11.** Application from CDS Holdings for re-zoning for approximately 4.40 acres, Tax Map and Parcel 033D 057, located at 25 Abernathy Lane/West Kyle Street. The current zoning classification is R-2, Medium Density Residential. The proposed use is for a commercial office.

Mayor Turner introduced the item. He asked Mr. Mike Rogers to verify that he had submitted the Disclosure of Campaign Contribution Certification stating that he had not, within the two years immediately preceding his application date, made any contributions aggregating \$250.00 or more to any local official involved in the review or consideration of the application. He verified that she did submit the Disclosure as the Mayor had stated.

Mayor Turner asked Mr. Rogers to verify that the Tax Commissioner has certified that all property taxes for Tax Map and Parcel Number 033D 057 has been paid. Mr. Rogers verified that the Tax Commissioner has certified that all property taxes have been paid.

Planning and Zoning Chair Nadine Wardenga addressed the Mayor and Council Members to present the recommendations from the Planning Commission.

Chairwoman Wardenga stated that the Planning and Zoning Board met to consider the item. She said that they voted, unanimously, to recommend approval.

Mr. Rogers addressed the Mayor and Council Members to express his support of the item.

There were no other comments from the public.

Mayor Turner closed the Public Hearing.

Motion by Council Member McDonald, seconded by Council Member Sutton, and voted by a show of hands, unanimously, to change the zoning for Parcel 033D 057 from R-2 to B-2.

12. First Public Hearing – 2023-28 – Amendment of The Ordinance Establishing Personnel Policies and Procedures

Mr. Harris addressed the Mayor and Council Members. He stated that staff continues to review the Personnel Policies and Procedures for improvements. He stated that for recruitment and retention purposes. He said the amendment is in regards to section 7.3, overtime.

There were no comments from the public.

Mayor Turner closed the Public Hearing.

NEW BUSINESS

13. Approval to increase the credit card credit limits for the City Administrator and the City Clerk from \$2,500 to \$5,000 to the City's Credit Card accounts

Mr. Solmon addressed the Mayor and Council Members and recommended increasing the City Administrator and City Clerk's credit card limits to \$10,000 rather than his earlier request of \$5,000.

Motion by Council Member Bowen, seconded by Council Member McDonald, and voted, unanimously, to approve the credit limit increases for the City Administrator and City Clerk to \$10,000.

14. Approval to add Police Chief Jeff Shoemaker to the City's Credit Card accounts

Mr. Solmon recommended adding Chief Shoemaker to the City's Credit Card Account.

Motion by Council Member McClure, seconded by Council Member Sutton, and voted, unanimously, to approve adding Chief Shoemaker to the credit card account with a credit limit of \$5,000.

15. Resolution 2023-27 – City of Ethics Re-certification

Mayor Turner read the resolution.

Motion by Council Member McClure, seconded by Council Member Bowen, and voted, unanimously, to approve Resolution 2023-27 – City of Ethics Re-Certification.

16. Request for Proposal (RFP) 2023-001 for Real Estate Broker Services

Mr. Harris stated that the city received 3 sealed bids. Those providing sealed bids were; Ken Baker Real Estate, Alco Realty, Inc., and Horizon Property Group. He said, all 3 met and exceeded the requirements. Mr. Harris recommended awarding the bid to Alco Realty, Inc.

Motion by Council Member McDonald, seconded by Council Member McClure, and voted 2 to 2 (voting against the motion were Council Members Bowen and Sutton). Mayor Turner voted to approve Council Member McDonald's motion breaking the tie and approving the award of the bid to Alco Realty, Inc.

17. Variance for the new White County Tax Commissioner's Office water and sewer billing rates

Council Member McDonald recused himself.

Mr. Harris stated that the initial, September, water bill was \$927.59 due to 8-inch line rates. In October their water bill was \$3,582.34. The County placed an 8-inch line on the property for future development. The 8-inch line will, ultimately, serve a whole campus with 1-inch lines going to a proposed library and to the tax commissioner's office. Mr. Harris stated that the City of Cleveland and White County serve the same citizens. He said there has been a request to establish fees for a 1-inch line and when the library is built the city will charge for another 1-inch line. He stated that the request is to also recalculate the September and October bills and provide credits to the County.

Motion by Council Member McClure, seconded by Council Member Sutton, and voted, 3 to 0 (Council Member McDonald did not vote), to approve the County Complex to be billed with 1-inch line rates and also to credit their account based on the current fee structure for 1-inch lines.

Council Member McDonald returned to the meeting.

18. Approval of Meeting Minutes

- November 6, 2023 Meeting Minutes

Motion by Council Member McClure, seconded by Council Member Bowen, and voted, unanimously, to approve the Minutes of the November 6, 2023 Meeting.

19. Approval of Executive Session Minutes

- November 6, 2023 Executive Session Minutes

Motion by Council Member Sutton, seconded by Council Member Bowen, and voted, unanimously, to approve the Minutes of the November 6, 2023 Executive Session.

UNFINISHED BUSINESS

None.

PUBLIC COMMENTS

Ms. Wardenga addressed the Mayor and Council Members to remind everyone of the Farm City Breakfast and the importance of agriculture and farmers in the community. She also discussed raising monies for the library fund.

Council Member Sutton expressed her appreciation to Chief Shoemaker and Chamber of Commerce President Beth Truelove for taking care of the traffic situation at Dunkin Donuts.

CITY ADMINISTRATOR KEVIN HARRIS

20. 2023 Annual Holiday Bonuses

Mr. Harris stated that funds for the annual holiday bonus are available and budgeted.

Motion by Council Member McClure, seconded by Council Member McDonald, and voted, unanimously, to approve the 2023 annual holiday bonuses.

CITY ATTORNEY KEITH WHITAKER

Mr. Whitaker did not have any items to report.

ANNOUNCEMENTS

Ms. Ritchie gave the announcements.

- 21. City of Cleveland offices will be closed on Thursday, November 24, and Friday, November 25, in observance of the Thanksgiving Holiday.**

Mayor Turner stated there will be a Called Meeting of the White County Water Authority on November 15th at 8:00 a.m.

EXECUTIVE SESSION

Motion by Council Member McClure, seconded by Council Member Bowen and voted, unanimously, to enter an Executive Session at 7:50 p.m.

22. Discussion regarding real estate

Personnel was added as an Executive Session discussion item during the adoption of the agenda.

Motion by Council Member McClure, seconded by Council Member McDonald and voted, unanimously, to adjourn the Executive Session and return to the City Council Meeting at 8:31 p.m.

Council Member McDonald opened the door to allow citizens to return to the regular meeting. There were no citizens waiting to return to the meeting.


ADJOURN

Motion by Council Member McClure, seconded by Council Member McDonald and voted, unanimously, to adjourn the City Council Meeting of, November 13, 2023, at 8:32 p.m.

Approved this 4th day of December, 2023




Josh Turner Mayor



Jeremy McClure Council Member
Ward 3
Mayor Pro Tem




Nan Bowen Council Member
Ward 1



C.J. McDonald Council Member
Ward 4



Annie Sutton Council Member
Ward 2

ATTEST:


Lisa A. Ritchie City Clerk