

**CITY OF CLEVELAND**  
**CITY COUNCIL MEETING**  
**AUGUST 3, 2020**  
**MINUTES**

---

**CITY COUNCIL MEETING**

The City Council Meeting of the Mayor and Council of the City of Cleveland was called to order by Mayor Josh Turner at 6:30 p.m.

**COUNCIL MEMBERS PRESENT:** Nan Bowen, Rebecca Yardley, Kevin Stanley, and Bradley Greene.

**APPROVAL OF AGENDA**

On motion by Nan Bowen, seconded by Rebecca Yardley, in favor – Kevin Stanley and Bradley Greene, and carried unanimously, the Mayor and City Council approved the agenda for the August 3, 2020 City Council Meeting.

**RESOLUTION 2020-20 – RESOLUTION TO SET THE 2020 MILLAGE RATE FOR THE CITY OF CLEVELAND**

The governing authority of Cleveland is required to set a Millage Rate for the collection of taxes for 2020.

Mayor Turner opened the floor for public discussion on the proposed millage rate. No one present made any comment.

Mayor Turner asked if any of the City Council had questions or comments on the proposed millage rate. There were no comments or questions from the City Council.

On motion by Rebecca Yardley, seconded by Bradley Greene, in favor – Nan Bowen and Kevin Stanley and carried unanimously, the Mayor and City Council approved Resolution 2020-20 and adopted the 2020 Millage Rate to be set at 5.934. The rate is a rollback from 6.00 adopted the previous year. Mayor Turner was given authorization to sign the required documents to submit to the White County Tax Commissioner and the State of Georgia.

**ORDINANCE TO AMEND UTILITIES ORDINANCE 2020-21 – 1<sup>ST</sup> CONSIDERATION**

City staff is requesting the City Council consider two amendments to the Utilities Ordinance.

- 58-22 - Current policy – a customer is invoiced for utility use if you are at a facility, home, etc. for ten or more days. There are owners/landlords that will put a deposit on an account and then do a disconnect right before the ten days. That means they get the full deposit back and do not have to pay for water usage. The used water goes on the next person that occupies the facility. This is not a fair practice to the new tenant. The City has the expense of setting up the account, cutting on and shutting off the water.

We are asking to amend 58-22 by adding a fee for 2000 or less and a fee for 2000 or more – Section 58-22. Use under 2000 gallons will be assessed a fee of \$25.00 and over 2000 will be billed in accordance with the billing schedule.

**ORDINANCE TO AMEND UTILITIES ORDINANCE 2020-21 – 1<sup>ST</sup> CONSIDERATION – continued**

On motion by Bradley Greene, seconded by Nan Bowen, in favor – Rebecca Yardley and Kevin Stanley, and carried unanimously, the Mayor and City Council approved the first consideration to amend Section 58-22 Notice to Discontinue Service by adding a minimum fee for utility accounts active for ten or less days using less than 2000 gallons and a fee for utility accounts active for ten or less days using more than 2000 gallons.

- American Water Works Association audits the City's water system annually. The audit is a point system that rates the City's effectiveness in water production, quality, and policies. The City needs a policy addressing metered-unbilled water use. The City have the only accounts metered for use but are not billed. The water use is accounted for in the overhead expenditures for each City department.

**New Section 58-282: UNBILLED METERED CITY UTILITY ACCOUNTS - POLICY**

All water service shall be fully metered and said water meters shall be read monthly to the nearest 100 gallons.

The City of Cleveland Public Works Department is comprised of City Personnel and City facilities financed through both the General and Water/Sewer funds.

All City Departments interconnect with the use of City facilities which include the use of water and sewer services. Water and sewer use is metered for each facility and use is accounted for monthly.

City Departments are not billed for the usage by the Utility Department, but is represented as an overhead expense through the production of water and treatment of sewage.

On motion by Bradley Greene, seconded by Rebecca Yardley, in favor Nan Bowen and Kevin Stanley, and carried unanimously, the Mayor and City Council approved the first consideration to add new Section 58-282 Unbilled Metered City Utility Accounts – Policy to the Utilities Ordinance.

**CHIEF RICKY PRUITT – FIRE DEPARTMENT**

Chief Ricky Pruitt, Fire Department, submitted the department statistics for July 2020. The department responded to 75 calls – 37 inside the city and 38 outside, 9 of which were outside the automatic aid area. White County Fire assisted with one call in the city.

Chief Pruitt, through the North Georgia Health Coalition, was able to acquire an electrostatic sanitizing fogger to use as a preventative measure for sanitizing city equipment and buildings. The device has an approximate value of \$1000.

Mayor Turner asked if the fogger can be used at local businesses. Chief Pruitt answered yes.

Mayor Turner recognized and congratulated Cleveland Fireman Lieutenant Mark Gunter. Lt. Gunter was voted best fireman for White County in the recent poll held by White County News.

**CHIEF JOHN FOSTER – POLICE DEPARTMENT**

Chief John Foster, Police Department, submitted a class request for all of his officers to attend training in Cornelia to address “Community Policing and Use of Force”. The class will be held September 24, 2020

On motion by Bradley Greene, seconded by Nan Bowen, in favor – Rebecca Yardley and Kevin Stanley, and carried unanimously, the Mayor and Council voted to approve the class request for Cleveland Police Officers to attend Community Policing and Use of Force training in Cornelia. There is no fee for the class.

**GRANT KEENE – CITY ATTORNEY**

Grant Keene, City Attorney, did not have new business to report.

**TOM O'BRYANT – CITY ADMINISTRATOR**

**1. RFP #R2018-135 FNST Water line upgrade – project bid  
Resolution 2020-22**

- a. The FNST water line upgrade is a city water line improvement project to increase the water line from the Warrior Tank to FNOK facility on Hulsey Road. This portion of the improvements are partially be funded by a grant from the ARC (Appalachian Regional Commission). The total project costs was estimated at \$549,069. This includes construction, engineering, inspection, and grant administration. ARC has committed to fund 50% of the project. White County has committed \$100,000 of SPLOST funds set aside for economic development. The City of Cleveland will fund the remaining balance of the project (\$174,535 from SPLOST IV). GMRC is the grant administrator for the project.
- b. Once the city received final approval and an encroachment permit from Georgia DOT the project was advertised and solicited bids. Bid were received and opened on July 21, 2020. Only one bid was submitted for the project.
- c. The proposed bid was submitted by North Georgia Pipeline, Inc., in the amount of \$451,285.
- d. If awarded and contracts signed, the contract will have 120 days to complete the project upon commencement of work.
- e. ARC will reimburse the work as drawdowns are submitted through GMRC.
- f. Staff recommends to award the project bid to North Georgia Pipeline, Inc., in the amount of \$451,285 in the form of Resolution 2020-252, and for city council to sign the contracts (when completed) for the commencement of the project.

On motion by Nan Bowen, seconded by Bradley Greene, in favor – Rebecca Yardley and Kevin Stanley and carried unanimously, the Mayor and City Council voted to approve Resolution 2020-22 and accept the bid of \$451,285 from North Georgia Pipeline, Inc. for the FNST waterline upgrade and to execute all required documents and contracts for the project.



**TOM O'BRYANT – CITY ADMINISTRATOR – continued**

**2. GMRC addendum to management agreement of ARC Grant for the FNST Water line Upgrade.**

- a. Georgia Mountains Regional Commission successfully prepared and submitted the ARC grant application for the FNST Water line upgrade for the City to the Appalachian Regional Commission. GMRC is also the grant administrator for the project.
- b. Due to the extended amount of time it took to receive approval for the project from GDOT the contract the City of Cleveland is set to expire in September 2020.
- c. The proposed addendum extends the administration of the contract for one additional year to September 30, 2021.
- d. Staff recommends City Council approve and sign the proposed addendum from GMRC

On motion by Rebecca Yardley, seconded by Bradley Greene, in favor – Nan Bowen and Kevin Stanley, and carried unanimously, the Mayor and Council voted to approve and extend the management agreement between the City of Cleveland and Georgia Mountains Regional Commission for the management of the funding FNST waterline upgrade.

**3. Test Well Update**

- a. The City has received permission from Georgia EPD to drill a test well at the location on Jess Hunt Road. EDP guidance has been provided for the well location. The permission has also set a ninety-day timeline to complete the drill test.
- b. City Public Utilities has been working with consultant Lauren Freeman to identify a location for the well and schedule the drilling. Mr. Freeman has advised that the well drilling contractors he works with are already scheduled close to ninety days out with current project.
- c. City staff has requested from Georgia EPD an additional ninety days to complete the work for drilling the test well.
- d. Public Works staff also had the property bush-hogged and grubbed so to make it easier to work around the site and identify the best location for drilling the test well on the property.
- e. Staff will keep the Council updated on the drilling schedule and other activity as it takes place on the site.

**4. Smoke Test scheduling for city waste water system**

- a. The city wastewater collection system experiences infiltration of stormwater when large rain events occur. This infiltration of stormwater creates difficulties for the treatment plant to treat wastewater and could even violate the treatment limits allowed in the City's NPDES permit with Georgia EPD.

**TOM O'BRYANT – CITY ADMINISTRATOR – continued**

**Smoke Test scheduling for city waste water system - continued**

- b. One of the best ways to identify areas of infiltration into the city system is to perform a smoke test in the lines. Smoke testing is a very common and useful practice for discovering and addressing infiltration problems in wastewater system. City Utility staff is trained in performing a smoke test.
- c. There is always a possibility of someone seeing smoke in their home/building if the plumbing is in poor condition. The smoke is not toxic.
- d. City staff has scheduled for the first smoke test to take place on August 10, 2020. The first area for testing will begin at Hwy 115 W at Campbell St / Campbell Street to Hood Street.
- e. An ad has been placed in the newspaper and signs will be placed in the area of testing. Police and Fire Departments will be notified in advance of testing in the case someone calls 911. In-house, staff will contact the utility customers that are in the area so that they are aware of the testing. A map will be provided to the public that will identify the areas where the test will take place.
- f. The results of smoke testing will help the city identify problem areas and help reduce the stormwater infiltration into the city system. Ultimately it saves the city unnecessary costs associated with the wastewater treatment and keeps the city in compliance with Georgia EPD permitting.

**5. 1<sup>st</sup> Monday meeting for September is Labor Day**

- a. City council to determine an alternative meeting date or only meet the second Monday in September.

The Council asked if there was anything pressing coming up in September. Mr. O'Bryant informed no, but if something did arise the Council could schedule a called meeting.

On motion by Bradley Greene, seconded by Rebecca Yardley, in favor – Nan Bowen and Kevin Stanley, the Mayor and Council voted to cancel the September 7, 2020 City Council Meeting in observance of Labor Day.

**6. CARES Act**

The federal approved CARES Act will provide local governments with funding to assist with the costs of addressing COVID-19, such as public education, materials, and supplies. The documents to request funding will be ready for the council to review at the August 10, 2020 meeting.

**NEW BUSINESS**

- 1. On motion by Nan Bowen, seconded by Rebecca Yardley, in favor – Kevin Stanley and Bradley Greene and carried unanimously, the Mayor and Council approved the minutes of July 6, 2020 as drafted.

**NEW BUSINESS – continued**

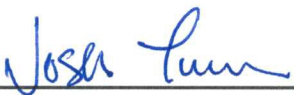
2. On motion by Nan Bowen, seconded by Bradley Greene, in favor – Rebecca Yardley and Kevin Stanley and carried unanimously, the Mayor and Council approved the minutes of July 13, 2020 as drafted.
3. Public comments – There were no public comments

**OLD BUSINESS**

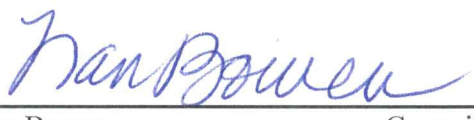
There was no old business to discuss

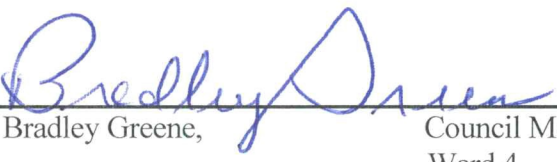
**ADJOURNMENT**

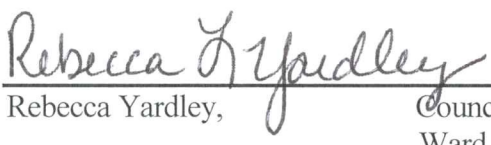
On motion by Nan Bowen, seconded by Rebecca Yardley, in favor – Kevin Stanley and Bradley Greene, and carried unanimously, the Mayor and City Council adjourned the City Council Meeting of August 3, 2020 at 6:55 p.m.

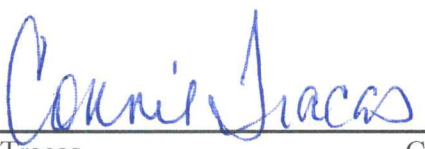
  
\_\_\_\_\_  
Josh Turner, Mayor

  
\_\_\_\_\_  
Kevin Stanley, Council Member  
Ward 3  
Mayor Pro Tem

  
\_\_\_\_\_  
Nan Bowen, Council Member  
Ward 1

  
\_\_\_\_\_  
Bradley Greene, Council Member  
Ward 4

  
\_\_\_\_\_  
Rebecca Yardley, Council Member  
Ward 2

Attest:   
\_\_\_\_\_  
Connie Tracas, City Clerk

