Approved by the City Council July 12, 2022

 City of Young Harris

Regular Monthly Meeting

June 7, 2022

The Young Harris City Council met Tuesday, June 7, 2022, at 7:00 PM for the Regular Monthly Meeting. Those present for the meeting were the Mayor: Andrea Gibby; City Attorney: Marvin Harkins; City Council Members: Matt Miller, Steve Clark, Donald Keys and John Kelley; City Clerk: Nicolette Wade; Finance Officer: Ana Hess; Public Works Supervisor: Dean Stanley; Brittany Holbrooks of the Towns County Herald; Economic Development Director: Denise McKay; Gordy Jones of Towns County Civic Association; Mark Franza, Master Gardener of Towns Union Master Gardener Association; and Tony Ward of Mountaintrue. Council Member Terry Ingram was absent from the meeting.

**Call to Order:** Mayor Gibby called the meeting to order at 7:03 PM stating Terry Ingram was absent but there was a quorum present.

**Agenda:** Mayor Gibby asked the Council to look over the Agenda. She told the Council there would be a Closed Session at the end of the meeting to discuss personnel issues. John Kelley made a motion to approve the Agenda as presented, seconded by Donald Keys and approved unanimously. A copy of the Agenda is attached and incorporated herein by reference.

**Approval of Minutes of Regular Monthly Meeting – May 3, 2022 – 7:00 PM:** John Kelley made a motion to approve the Minutes of the May 3 Regular Monthly Meeting as presented, seconded by Steve Clark and approved unanimously. A copy of the Minutes is attached and incorporated herein by reference.

**Approval of Minutes of Water/Sewer Committee – May 31, 2022-6:00 PM:** Steve Clark made a motion to approve the Minutes of the May 31 Water/Sewer Committee a presented, seconded by Donald Keys and approved unanimously. A copy of the Minutes is attached and incorporated herein by reference.

**Appearances:**

Brandon Sprouse of Mueller was scheduled to speak but did not attend the meeting.

**Tony Ward – Mountaintrue – Rain Gardens:** Mayor Gibby introduced Tony Ward, the Program Coordinator of Mountaintrue. Tony explained his position’s job is to work on environmental issues in Western North Carolina and Towns and Union Counties in Georgia. He was present to talk about storm water management at Cupid Falls, specifically runoff from the parking lot to the creek. The most logical and least expensive way to clean the water before it goes into the creek is a Rain Garden. A Rain Garden is a depression in the ground that is constructed in such a way as to catch the storm water runoff. He has staked out a place where the garden would be constructed so that the runoff water which is hot and dirty soaks into the ground. The garden is excavated and there is a layer of gravel, another of sand and another layer of the bioretention soil mix. The Rain Garden completely dries out in 24 to 26 hours and is easy to maintain. Tony gave the Council a brochure with photos and drawings of the Rain Garden. If there is excessive rain there can be and outflow pipe where water has been cleaned by the garden but flows through the pipe into the creek. The Rain Garden is about 6 inches deep. No permitting is required to create a Rain Garden. A perk test will have to be done before making the garden. If the soil is too wet the location will have to be changed. A copy of the Mountaintrue brochure regarding Rain Gardens is attached and incorporated herein by reference. Some Council members voiced questions and concerns which Tony was able to answer. Tony discussed the importance of native plants along the creek bank.

Mayor Gibby recognized Mark Franza who is with the Towns Union Master Gardener Group and works with Tony on bank stabilization and the Rain Garden, and Gordy Jones who is with a construction company and built some benches that convert to tables at Cupid Falls. Mayor Gibby wants Dr. Kelley, Dean and Tony to meet together to see what needs to be done at Cupid Falls.

**Finance Report:** Ana Hess had given the Council November and December 2021 Finance Reports which she has had to catch up from October due to the resignation at that time of Lisa Hoyle. She has been moving allocations to the correct buckets and has things more correctly reflecting how we are spending our money. The auditors will be coming Wednesday, June 8, at 8:00 AM to begin the 2021 audit. She explained if we were up to date she would be going over April today. Depending on how much time the auditors require of her time she hopes to have 2 or 3 months of 2022 completed by the July meeting. A copy of the November and December, 2021 Financial Reports is attached and incorporated herein by reference.

**Cupid Falls:** Mayor Gibby said there is no way the way the grant for the Cupid Falls ramps was written and the environmental assessment was done to do the modifications. Steve Clark said the Mayor should tell the DNR we cannot use the grant. John Kelley said the meeting with the DNR was informational and very helpful and would like to pursue some other grant scenario with handicapped access to the trail. Mayor Gibby said she will tell the DNR what the Council has decided.

**Sewer Line Rehabilitation:** Steve Clark told the Council we received a single bid on the Enota Sewer Line from Federal EC LLC in the amount of $68,350. There is another option which will take off $30,000 which is CIPP (Cured In Place Pipe Liner). In this method you put a sleeve inside the existing pipe which will be smooth pipe as opposed to the existing concrete pipe and will make the pipe slightly smaller but flow more easily. The total cost will be $38,350. Steve Clark made a motion to hire Federal EC to use the CIPP method to rehabilitate the Enota Sewer line, seconded by Matt Miller, and approved unanimously. Attorney Harkins said he will write up a contract where the work will be completed by August 31 as per the bid information.

**School Street Sewer Line Rehabilitation:**  Steve Clark said in the Water Sewer Committee we talked about the School Street Sewer rehabilitation. We are going to need some easements. Steve does not think the CIPP method will work on this sewer line. There are 3 different pipe sizes, 3 different kinds of materials and 4 or 5 sags. Johnathan Raymer of Federal EC LLC wants to look at it. There is no engineering to be done. It needs to go out to bid soon which will be rather simple. He wants to be able to ask Attorney Harkins to draw up the bid at the next Council Meeting. The line is a little over 400 feet. Per Dean it goes under a creek so we will have to get permits for that.

**Abandoned Manhole:** There is an abandoned manhole between the sewer plant and Johnny Cochran’s property that is from the 1960’s sewer plant. The Council agreed Dean should fill in the manhole so it will be safe for anyone out in the field.

**Sewer Lift Station:** Steve explained the lift station needed some expensive repairs recently that should not have happened if the lift station had been inspected more frequently. We may need to negotiate a new maintenance contract. The City Workers check the lift station once a week. Per Steve there are several things our guys would not have the equipment or knowledge to inspect. Mayor Gibby will have conversation with Wayne Barrett about the lift station and Dean will look into a new maintenance company.

**Timberline Booster Pump:** Steve said they dug up pipe in several places and the water line from the new pump station to the old pump station will have to be replaced which is a distance of about 2600 feet. The existing water line is 200 psi, not the necessary 250 psi. The only other option would be keeping the existing pump and put a bladder in there which would require double the maintenance. The best thing is to add the new pump and redesign the water line to the old pump station which will give us 45 psi at the top of the hill. We’ll keep the tank at the top for now. There is a proposal to redesign the pump station from Hayes-James which has merged with another company and is now Hussey Gay Bell. Mark Bond told Mayor Gibby that pipe replacement will add $80,000 to $100,000 to the estimate. The part of the pipe at the bottom of the mountain was installed in 2000 per Dean and the Steve said there is 4 inch pipe at the top of the hill so it is bigger pipe than we thought. John asked Dean to check the length from the proposed new booster pump to the existing pump. Dean has been checking the pressure at the top of the hill with a new meter and current psi is 40. Steve Clark made a motion to authorize parts 1, 2, and 3 of the Hussey Gay Bell proposal, seconded by John Kelley and approved unanimously.

**Leak at Miller Park:** John had found a leak at Miller Park that was pretty extensive. Dean said they would get locates so they can repair the leak.

**Business License Approval – Holistic Pet Spa:** Tonya Howard had submitted an Application for a Business License at 1352 Main Street, Suite 3 for a Holistic Pet Spa. Matt Miller made a motion to approve the Business License for Holistic Pet Spa LLC, seconded by Steve Clark and approved unanimously. A copy of the application is attached and incorporated herein by reference.

**Personal Finance Disclosure:** Mayor Gibby reminded the Council that the PFDA is due by July 1 so the Council Members need to fill them out and get them to Nicolette.

**Main Street Program Resolution:** The Main Street Resolution just formalizes prior approval by the Council for the City to apply to the Main Street Program. This is just a formality so Denise can upload the application on Friday. John Kelley made a motion to approve the Main Street Resolution, seconded by Matt Miller and approved unanimously. A copy of the Main Street Resolution is attached and incorporated herein by reference.

**Economic Development:** Denise McKay said she had been working with an apartment complex group, Low Country Housing, and they won’t be coming to our area. We have a year to work on finding another property to work with us.

Also, the JDA is making progress with their website. The holdup is getting pictures. They are working with a consultant. Hopefully the website can be launched this month.

Denise contacted Senator Warnock’s office regarding appropriations for our water/sewer facilities. It looks good for our area but we don’t have an answer on this application. Mayor Gibby said they told us that this summer Federal and State infrastructure funds will open up.

The Main Street Application will be submitted on Friday. Per Denise the national program has resources available for you. There is networking so you can see what other communities have done.

There is a Creative Place Making meeting this Friday. Denise is very excited about it. They have been working hard with benches at Cupid Falls and painting crosswalks.

They will be initiating a Youth Leadership Program with the school system.

Matt Miller thanked the Mayor and staff for the Seafood Festival. It was very nice. He enjoyed eating, sitting in the sunshine and listening to the music. Mayor Gibby also said thanks goes to Robin Roberts Promotions for she is the one who made it all happen. She took the Mayor’s vision and made it happen.

**Mayor’s Report:** Mayor Gibby said the Annual Watershed Report is here. She had also previously sent it digitally to the Council.

We need to replace the Young Harris representative to the JDA. Mayor Gibby asked the Council to approve Michael Courey as the City representative. Matt Miller made a motion to appoint Michael Courey, seconded by Donald Keys, and approved unanimously.

**Closed Session:** Donald Keys made a motion to adjourn temporarily to go into Closed Session, seconded by Matt Miller, and approved unanimously. While in closed session the Council authorized the Mayor to sign an affidavit stating that the only issues discussed were legal and personnel. A copy of the affidavit is attached and incorporated herein by reference.

**Return to Open Session:** Donald Keys made a motion to return to Open Session, seconded by Matt Miller, and approved unanimously.

John Kelley made a motion seconded by Donald Keys and approved unanimously to set Public Works salaries to the following:

$18.00 per hour starting salary

$19.50 per hour after first license level 3 is obtained

$21.00 after the second level 3 license is obtained

Both licenses must be obtained within 18 months

$28.00 Supervisor

Second Part of the motion was to hire Chris Glover of Lakeside Lawn and Landscape to conduct lawn maintenance for the city temporarily until a full time employee can be hired to take over those duties.

**Adjournment:** Donald Keys made a motion to adjourn the meeting, seconded by Matt Miller, and approved unanimously.

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 Andrea Gibby, Mayor

Attest: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Nicolette Wade, City Clerk