Approved by the City Council June 7, 2022

 City of Young Harris

Regular Monthly Meeting

May 3, 2022

The Young Harris City Council met Tuesday, May 3, 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; Bo Wright, Vice President of Finance and Operations at Young Harris College; Michael Courey of Towns County Civic Association; and Chad Stack of WJRB Radio. Council Member Terry Ingram was absent from the meeting.

**Call to Order:** Mayor Gibby called the meeting to order at 7:00 PM stating there was a quorum present.

**Agenda:** Mayor Gibby asked the Council to look over the Agenda and stated she did not have anything to add. John Kelley asked to add someone to mow the grass. Mayor Gibby said Attorney Harkins was going to discuss contracts so we would discuss that at that time. John Kelley made a motion to approve the Agenda, 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 – April 5, 2022 – 7:00 PM:** John Kelley said that the Attorney statement under Timberline Booster Pump reads “we had to wait on the EMC Board meeting and we don’t have a specific location for the easement”. John said there was no delay and the project for design regarding the easement was immediately turned over to Hayes-James the day after the EMC Board Meeting which was less than two weeks after the Council met onsite. John Kelley made a motion to approve the Minutes of the April 5 Minutes with the point of reference for accuracy as stated above, seconded by Matt Miller and approved unanimously. A copy of the corrected minutes is incorporated herein by reference.

**Financial Report:** Ana Hess explained that she is catching up on many months. The last date the Council had a Financial Report was September 2021. Today’s Financial Report is as of October 31, 2021. She has entered the Accounts Payable so the expenses are populating as they should be. The reconciliations are done through November. She hopes by next meeting she can report on the 2021 year end. There is some methodology that needs to be updated as well as customer deposits.

Mayor Gibby explained that the customer deposits have a separate account and for a significant period of time the customer deposits were not being debited and credited from the correct account. Ana is making sure the contracts with the USDA and bank accounts are as they are supposed to be. In answer to a question from John Ana explained she is developing a checklist to streamline the process and make it simple and self-explanatory.

Mayor Gibby said Ana is working on payroll to make it more efficient on the Financial Reports.

Steve Clark asked when she anticipates the Financials will be current. Ana explained that she is a part time employee but she should have everything caught up in a couple of months. Steve said the summary she gave him was exactly what he wants.

Matt Miller said by midyear we should be able to see where we are. Mayor Gibby said we will still have to have an audit done.

A copy of the Financial Report is incorporated herein by reference.

**Cupid Falls Ramp:** Steve Clark said there are two alternatives to the design for the ramp if they are within the NEPHA area. If not within the NEPHA area we would have to drop the project. One alternative was to go further down the road closer to David Seller’s and the second is to go to the other side of the creek.

John Kelley said they felt it important to look at both sides of the creek. It would not require two levels. It would be a single gentle slope with no back and forth. They asked Lindsey Brown if it would have impact on future grants if we gave the grant back and he said absolutely not. Steve said we need to decide what is best for us and it can be done without fear of burning bridges with grants gone.

John Kelley said the grant we have is specifically a handicapped trails grant and there are other kinds of grants we can get. He asked if handicapped access was increased on top would that work but Lindsey said it would not qualify under the trails grants program. Lindsay explained there was a way to make some of the existing trails handicapped. Under the existing grant construction would have to be completed by November which is impossible. John said he favors dropping this grant and coming up with something everyone felt comfortable with and reapplying.

Mayor Gibby said Lorna Campbell had been hired to help with the environmental piece and she would have to tell us whether the proposed changes would be in the NEPHA area. The Council decided to wait until we know if the changes suggested are in the NEPHA area and discuss it next month.

**Timberline:** Steve said he got an update from Mark Bond. They finished the preliminary numbers. If we want 45 psi at the top of the hill with a single pump and we are going to push 250 psi most likely we will have to replace water lines up to the old booster pump. The alternative is to have a little less pressure at the top of 31 psi which is what we have now. If we stick with that Mark will send a map so Dean can uncover and look at what kind of material is there. We might be able to get away with not replacing water lines. In answer to a question from John, Dean said the psi at the top fluctuates from 31 to 35 psi but the two houses at the top have their own booster pumps.

Mayor Gibby said it may be a long time before we get water lines because of the supply shortage.

Steve said there is no fire service on Timberline. Dean said you don’t see fire service above a booster pump. Steve has talked to Dean about getting rid of the existing pump and going with the new location where there will be two alternating pumps. Replacing water lines depends of what pressure we want at the top of the mountain. Steve said he would keep pushing forward with Mark.

**Sewer Line Rehabilitation:** Steve said two contractors and one sub-contractor came to the pre-construction meeting May 3. Attorney Harkins said the Bid Opening is Friday, May 13 at 3:00 PM. This meeting is regarding the sewer line behind Enota Village into the pasture of John Cochran. There were some clarifications that came up so there will be an addendum published to clarify a couple of things.

**Pro-Pump Solutions:** Mayor Gibby said there was an emergency with Brasstown lift pump which had to be repaired. Work was done by Pro-Pump at a cost of $5989.43. Matt Miller made a motion to pay the invoice from Pro-Pump Solutions, seconded by Steve Clark and approved unanimously. The Mayor said the lift station needs to be the next priority on our list because the pump is 40 years old. The cost of a new pump which we will probably need will be $15,000 to $20,000. A copy of invoice number 5566 for $5989.43 from Pro Pump Solutions, Inc. is attached and incorporated herein by reference.

**Approval of Zoning Map:** Attorney Harkins showed the Council two large zoning maps. The changes were to (1) add the Fire Station to inside the City and (2) add some areas that were annexed in 1991 and were not included in previous maps and had not been reported to the Department of Community Affairs or the Census. The new map will be posted in the lobby at City Hall and on the website. Steve Clark made a motion to approve the revised zoning map, seconded by Matt Miller and approved unanimously.

**2021 Water Quality Report:** Dean Stanley has prepared the 2021 Water Quality Report with the help of Georgia Rural Water Association. The report will be published in the newspaper and copies are in the lobby of City Hall.

**Approval of Eagle Ridge Buildings Business License Application:** John Kelley made a motion to approve the Eagle Ridge Business License, seconded by Matt Miller and approved unanimously. A copy of the Application is attached and incorporated herein by reference.

**Economic Development:** Denise McKay said there is a meeting May 4 at Hiawassee City Hall at 9:00 AM for a presentation from a developer. She is working on the grant application for the park and the Main Street Application.

**Attorney’s Report:** Attorney Harkins said the sale of the Kaiser Dean and Fire Station property will be closing at the end of the month. He said he will be getting a copy from Gary Cox for Attorney Stephanie McConnell who is handling the closing. John who is purchasing the property asked for a copy and Attorney Harkins said he would get him a copy.

John Kelley said there is a man who will consider doing maintenance work for us. He will do it part time on an hourly basis. Dean has talked to this man and showed him everything we have and what needs to be done and the man felt like he could do it. Attorney Harkins asked if this is an employee. John said he would start as an employee without a long time commitment. In a couple of weeks he would give us a contract price where he uses his own equipment. Mayor Gibby questioned why he would go from employee to contract. John said that was this man’s desire. Attorney Harkins said the Charter says no contract is binding unless it is in writing and is authorized by the City Council. Mayor Gibby asked for ability of her and Dean to follow through and make a decision on whether or not to hire him as an employee or as a contract employee.

**Mayor’s Report:** Mayor Gibby had to do required reporting on the American Recovery Act which was due April 30 and was a nightmare but she got it done.

The Seafood Festival is the first weekend in June.

Mayor Gibby attended the Small Cities Conference last week which was really good. There is lot of potential funding from the Federal Government and possibly the State. She will continue looking for funding.

Steve Clark said there are two more sewer issues that need to be fixed so we will need to see if we can find funding for those issues.

John Kelley asked Bo Wright about beautification on the pine straw area on Maple Street where he was promised the College would take care of but nothing has been done. Bo said they have looked at that and it is on the campus plan.

Mayor Gibby called for adjournment and everyone was in agreement.

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 Andrea Gibby, Mayor

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 Nicolette Wade, City Clerk