



Agenda
City of Clarkesville
Regular Meeting
6:00 PM February 6, 2023

1. *Call to Order*
 - 1a. *Mayor Barrie Aycock Will Call the Meeting to Order*
2. *Invocation and Pledge*
 - 2a. *First Presbyterian Church Pastor Matt Henderson Will Lead the Council Meeting in Prayer*
3. *Consent Agenda*
 - 3a. *Mayor and Council Will Consider Approval of the Following Minutes:*
 - January 9, 2023 Work Session*
 - January 9, 2023 Executive Session*
 - January 9, 2023 Council Meeting*
4. *Committee Reports*
 - 4a. *Finance, Main Street, Fire, ESG, and Planning and Zoning Will Present Monthly Reports*
5. *Unfinished Business*
 - 5a. *City Manager Keith Dickerson Will Provide an Update on the Mary Street Building*
6. *New Business*
 - 6a. *Mayor and Council Will Consider Approval of New 2023 DDA Members Claudia Lyle, Ivy Hall and Don Nix. Mayor Barrie Aycock Will Swear In These New Members.*
 - 6b. *Mayor and Council Will Discuss and Consider Approval of an Apartment Moratorium*
 - 6c. *Mayor and Council Will Discuss Habersham Electric Franchise Fees*
7. *Public Comment*
8. *Consider Going Into Executive Session*
9. *Adjournment*

OFFICIAL MINUTES
COUNCIL WORK SESSION

January 9, 2023
Minutes
City of Clarkesville
Council Work Session

The Council Work Session was held on Monday, January 9, 2023, at 5:00 PM at City Hall. Those present were Council Member Brad Coppedge, Council Member Terry Gladden, Council Member Franklin Brown, Mayor Barrie Aycock, Council Member Angelia Kiker.

Agenda Item #1: *Call to Order*

Sub-Item #1a.: *Mayor Barrie Aycock Will Call the Meeting to Order.*

Mayor Barrie Aycock called the meeting to order.

Agenda Amendment

Council Member Angelia Kiker made a motion to approve the removal of Sub-Item #2b.: City Manager Keith Dickerson Will Provide Update on RFQ Proposal from the agenda. This discussion was moved to Executive Session.

Seconded: Council Member Franklin Brown

Passed (4 - 0)

Enter into Executive Session

Council Member Angelia Kiker made a motion to approve entering into Executive Session to discuss or vote to authorize negotiations to purchase, dispose of or lease property as provided in Georgia Code Section 50-14-3(b)(1)(B).

Seconded: Council Member Franklin Brown

Passed (4 - 0)

Adjourn Executive Session

Council Member Franklin Brown made a motion to adjourn Executive Session.

Seconded: Council Member Terry Gladden

Passed (4 - 0)

Agenda Item #2: *Unfinished Business*

Sub-Item #2a.: *City Manager Keith Dickerson Will Provide Update on Mary Street Building Construction*

City Manager Keith Dickerson gave an update on Mary Street Community house construction. Electric, plumbing and HVAC systems have all arrived. Floors will be chosen this week. The project is expected to be complete and operational by May. Mr. Dickerson asked if the Mayor and Council would prefer to seal or paint the exterior brick. All members agreed painting would be preferred.

Sub-Item #2b.: *City Manager Keith Dickerson Will Provide Update on RFQ Proposal*
Item was removed from agenda.

Agenda Item #3: *New Business*

Sub-Item #3a.: *City Manager Keith Dickerson Will Provide Update on City Hall Repairs*

City Manager Keith Dickerson gave an update on City Hall repairs. The building was damaged when a sprinkler system pipe burst. Mountain Brothers currently has fans and dehumidifiers to dry up any moisture and will also complete construction once dry.

Sub-Item #3b.: City Manager Will Discuss Animal Control With Mayor and Council

City Manager Keith Dickerson inquired how and why the contract with Habersham County to provide animal control services began. Franklin Brown said Habersham County came up with contract and made the municipalities join in order to receive any services. Mayor and council approved for Mr. Dickerson to send open records requests to get more information, including monthly call reports and tickets issued within the City limits.

Agenda Item #4: Public Comment

There were no public comments.

Agenda Item #5: Consider Going Into Executive Session

Executive Session was moved to beginning of Agenda directly after the Work Session was called to order.

Agenda Item #6: Adjournment

Council Member Franklin Brown made a motion to adjourn the Work Session.

Seconded: Council Member Terry Gladden

Passed Unanimously

Respectfully submitted,

Julie Poole, City Clerk

OFFICIAL MINUTES
REGULAR MEETING

January 9, 2023
Minutes
City of Clarkesville
Regular Meeting

The Regular Meeting was held on Monday, January 9, 2023, at 6:00 PM at City Hall. Those present were Council Member Brad Coppedge, Council Member Terry Gladden, Mayor Pro - Tempore Franklin Brown, Mayor Barrie Aycock, Council Member Angelia Kiker.

Agenda Item #1: *Call to Order*

Sub-Item #1a.: *Mayor Barrie Aycock Will Call The Meeting to Order*
Mayor Barrie Aycock called the meeting to order.

Agenda Item #2: *Invocation and Pledge*

Sub-Item #2a.: *Hobie Wood With Christ Presbyterian Church Will Lead the Prayer*
Mr. Wood was not able to attend the meeting. Mayor Barrie Aycock led the prayer.

Agenda Item #3: *Consent Agenda*

Sub-Item #3a.: *Council Will Consider Approval of the Following Minutes:*

November 7, 2022 Work Session
November 7, 2022 Council Meeting
December 5, 2022 Work Session
December 5, 2022 Executive Session

Council Member Terry Gladden made a motion to approve the Consent Agenda.

Seconded: Mayor Pro - Tempore Franklin Brown

Passed (4 - 0)

Agenda Item #4: *Committee Reports*

Sub-Item #4a.: *Finance, Main Street, Fire, ESG, Planning and Zoning*
City Manager Keith Dickerson, Mainstreet Director Colby Moore, Fire Chief Jason Poole, ESG Director Joe Deputy, and Planning and Zoning Administrator Caleb Gaines each presented their monthly reports.

Agenda Item #5: *Unfinished Business*

There was no unfinished business.

Agenda Item #6: *New Business*

Sub-Item #6a.: *Mayor and Council will Consider and Approve Appointment of the Following Positions for 2023:*

City Manager Keith Dickerson
City Clerk Julie Poole
City Attorney Firm Sanders, Ranck & Skilling, P.C.
City Judge Robert A. Sneed

Mayor Pro - Tempore Franklin Brown made a motion to approve appointment of positions for 2023.

Seconded: Council Member Terry Gladden

Passed Unanimously

Sub-Item #6b.: Mayor and Council Will Elect mayor Pro Tempore for 2023

Council Member Terry Gladden made a motion to approve Franklin Brown as Mayor Pro Tempore.

Seconded: Council Member Angelia Kiker

Passed Unanimously

Sub-Item #6c.: Mayor and Council will Discuss and Vote to Set Qualifying Fees of \$18.00 (Eighteen Dollars) for the Following Elections:

Special Election For Council Member Post 5 to be Held on March 21, 2023

Regular Election for Council Member Posts 2 and 3 to be Held on November 7, 2023

Council Member Terry Gladden made a motion to approve qualifying fees for 2023.

Seconded: Mayor Pro - Tempore Franklin

Passed Unanimously

Brown

Sub-Item #6d.: Mayor and Council Will Discuss and Vote to Approve the 2023 ESG Contract

City Manager Keith Dickerson explained that the contract amount is under what is budgeted for 2023 and recommends approval of the contract as is.

Mayor Pro - Tempore Franklin Brown made a motion to approve the 2023 ESG Contract.

Seconded: Council Member Terry Gladden

Passed Unanimously

Sub-Item #6e.: Mayor and Council will Discuss and Consider Appointment and Swear In the Following New Mainstreet Board Members for 2023:

Veronica Bowen

Gerald Durden

Greg Guthrie

Christy Hinson

Nancy Kline

All members were sworn in with the exception of Greg Guthrie who was not in attendance.

Mayor Pro - Tempore Franklin Brown made a motion to approve the new Mainstreet Board Members for 2023.

Seconded: Council Member Terry Gladden

Passed Unanimously

Agenda Item #7: Public Comment

There were no public comments.

Agenda Item #8: Consider Going Into Executive Session

There was no Executive Session.

Agenda Item #9: *Adjournment*

Council Member Terry Gladden made a motion to adjourn the meeting.

Seconded: Mayor Pro - Tempore Franklin Brown

Passed Unanimously

Respectfully submitted,

Julie Poole, City Clerk

City of Clarkesville
(UNAUDITED)

Financial Report - As of December 31, 2022					2021
	Budget	Actual	Difference	%Budget	Actual
General Fund					
Administrative Revenue	2,054,010	2,349,347	295,337	114%	2,162,946
Main Street	15,500	20,155	4,655	130%	4,485
Fire Revenue	24,000	39,333	15,333	164%	17,870
Planning Revenue	32,000	90,920	58,920	284%	109,659
Police Revenue	64,000	96,623	32,623	151%	71,670
Streets Revenue	29,226	30,025	799	103%	25,707
Hotel/Motel	500	3,964	3,464	793%	1,955
ARPA	160,036	340,014	179,978	212%	340,014
Total General Fund Revenues	2,379,272	2,970,381	591,109	125%	2,734,306
Expenses					
Administration	950,447	1,313,830	363,383	138%	1,497,800
Main Street	133,578	156,602	23,024	117%	116,722
Fire	382,973	387,218	4,245	101%	366,702
Parks	6,400	17,945	11,545	280%	8,243
Planning & Zoning	81,330	174,796	93,466	215%	98,074
Police	681,868	742,347	60,479	109%	601,210
Streets	206,175	206,070	(105)	100%	156,907
Total General Fund Expenses	2,442,771	2,998,808	556,037	123%	2,845,658
General Fund Revenues over Expenses	0	(28,427)	1,147,146		(111,352)
Water/Sewer Fund					
Water Revenues	1,291,315	1,404,927	113,612	109%	1,347,908
Sewer Revenues	515,200	557,635	42,435	108%	563,283
Sanitation Revenues	188,644	197,255	8,611	105%	190,325
Total Water/Sanitation/Sewer Revenues	1,995,159	2,159,817	164,658		2,101,516
Administration Expense	1,336,915	1,423,693	(86,778)	106%	1,667,209
Water Plant Expense	358,300	443,130	(84,830)	124%	323,587
Water Distribution Expense	14,800	13,694	1,106	93%	85,070
Waste Water Plant Expense	70,800	88,490	(17,690)	125%	62,947
Waste Water Collection	25,700	30,228	(4,528)	118%	24,573
Sanitation	188,644	179,693	8,951	95%	50,304
Total Water/Sanitation/Sewer Expenses	1,995,159	2,178,928	(183,769)	109%	2,213,690
W/S/S Revenues over Expenses	0	(19,111)	(19,111)		(112,174)
Total City Fund Revenues over Expenses	0	(47,538)	1,128,035		(223,526)

Main Street Report January 2023

New businesses

- Lettuce Grow Garden Nursery – 1
- All in Bloom Studio Florist – 2
- Unicoi Outfitters extended their operating hours

Pending

- Top Flight Brew Pub
- Protein Place – Nutrition shop
- Field Ethos is moving
- Subway is moving
- Virtual counseling – moved here from Canada

Bicentennial Celebration

- We now have the mobile history center trailer
 - Met with a designer for a graphic wrap on the outside
 - Developing the calendar
- The sponsorship package is complete- now seeking sponsors
 - Received sponsorship from United Community Bank and Rustic Rebel boutique
- Pen and ink drawings of the 11 historic homes- the first one will be completed soon
- Planning an event for March- Church Walk – History from the Pews
- The next meeting is Feb 15 at 4 pm at City Hall

Meetings

- Main Street Board
- Main Street Events Committee
- Habersham Economic Development Council
- Habersham Chamber Business After hours
- Main Street Workshop for 2023
 - Created Workplan
 - Three Transformation Strategies
 - Create a Vibrant Downtown
 - Celebrate the Community Through the Arts
 - Promote a Culture of Hospitality

Upcoming events

- Mardi Gras- Feb. 25
- History from the Pews – March – TBD
- Habersham Historical Society's 50th Anniversary Party – March 11

Fire Department February 2023 Council Report

January 2023 Responses

Total 76

Fires 4

EMS 33

MVA 4

Service 13

Canceled/False 22

Inside City 51

Outside City 25

ESG Operations Inc.

City Hall Mtg. Agenda for January 2023

- Bicentennial Trailer
- 2022 Platinum Awards
- Safety

Departmental Activity Report for the Month of January

The following permits were issued for the month of January:

0 Permanent Sign

0 Temporary Sign

0 Plan Review

4 Building

3 Plumbing

3 Electrical

2 Mechanical

1 Tree Removal

0 Code Enforcement Actions

12 Construction inspections

COs Issued:

Planning Activities: Bowersox Investment Group has made application for a variance in maximum density at the property known locally as Ellison Park. The density is an increase from 10 units to 12.36 units at the 6.8 acre site.

IT activities for the month include security and maintenance updates on the city servers and a renewed 3 year security subscription on all 5 firewalls. I've received the replacement work station at the fire department and it should be setup shortly.

CLARKESVILLE DOWNTOWN DEVELOPMENT AUTHORITY

OATH OF OFFICE

I, _____, having been duly appointed by the City Council of Clarkesville, Georgia, to serve as a Board Member of the Clarkesville Downtown Development Authority, will do so to the best of my ability. I will faithfully perform all the duties and obligations of this office so as to benefit those whom I have been entrusted to serve. I commit to the high ethical standards and the goals of the Clarkesville DDA, and will represent no special interest other than the public interest, in accordance with the laws of Georgia and the laws of Clarkesville.

Adopted the 6th day of February, 2023 by the Clarkesville Mayor and Council.

Sworn and subscribed before me

This _____ day of _____, in the year _____.

Mayor, City of Clarkesville

Board Member Signature

Chair, Clarkesville Main Street