



Agenda
City of Clarkesville
Regular Meeting
6:00 PM January 6, 2025

1. *Call to Order*
2. *Invocation and Pledge*
3. *Consent Agenda*
 - 3a. *Discuss and Consider Approval of the Following Minutes*

December 3, 2024 Called Meeting
December 9, 2024 Work Session, Council Meeting and Executive Session
4. *Committee Reports*
 - 4a. *Finance, MainStreet, Fire, ESG, Police and Planning and Zoning Will Present Monthly Reports*
5. *Unfinished Business*
6. *New Business*
 - 6a. *Discuss and Vote to Approve Appointment of the Following Positions for 2025:*

City Manager Keith Dickerson
City Clerk Julie Poole
City Attorney Firm Sanders, Ranck & Skilling, P.C.
City Judge Robert A. Sneed
 - 6b. *Discuss and Elect Mayor Pro Tempore for 2025*
 - 6c. *Discuss and Vote to Set Qualifying Fees of \$18.00 (Eighteen Dollars) for the Regular Election Held on November 4, 2025 for Mayor and Council Member Posts 1, 4 and 5*
7. *Public Comment*
8. *Consider Going Into Executive Session*
9. *Adjournment*

OFFICIAL MINUTES
COUNCIL CALLED MEETING

December 3, 2024
Minutes
City of Clarkesville
Council Called Meeting

The Council Called Meeting was held on Tuesday, December 3, 2024, at 4:00 PM at . Those present were Council Member Don Nix, Council Member Brad Coppedge, Mayor Pro - Tempore Franklin Brown, Mayor Barrie Aycock, Council Member Angelia Kiker. Council Member Rick Wood was absent.

Agenda Item #1: *Call to Order*

Mayor Aycock called the meeting to order.

Agenda Item #2: *Unfinished Business*

Sub-Item #2a.: *Discuss the Old Courthouse*

Mayor Aycock has committed to present a letter to the Habersham County Commissioners, requesting the County to demolish the Old Courthouse. She would like each Council Member that is in agreement to sign the letter so the intent and stance of the City is clear. No motion was required.

Agenda Item #3: *New Business*

There was no new business.

Agenda Item #4: *Public Comment*

There were no public comments.

Agenda Item #5: *Consider Entering Executive Session*

There was no Executive Session.

Agenda Item #6: *Adjournment*

Council Member Brad Coppedge made a motion to adjourn .

Seconded: Mayor Pro - Tempore Franklin Brown

Passed (4 - 0)

Respectfully submitted,

Julie Poole, City Clerk

OFFICIAL MINUTES
COUNCIL WORK SESSION

December 9, 2024
Minutes
City of Clarkesville
Council Work Session

The Council Work Session was held on Monday, December 9, 2024, at 5:00 PM at City Hall. Those present were Council Member Don Nix, Council Member Rick Wood, Council Member Angelia Kiker, Council Member Brad Coppedge, Council Member Franklin Brown, Mayor Barrie Aycock.

Agenda Item #1: *Call to Order*

Mayor Aycock called the meeting to order.

Agenda Item #2: *Unfinished Business*

Sub-Item #2a.: *Discuss Fort Moore and Camp Merrill Proposal*

Mr. Dickerson submitted a proposal to repair washers and dryers and provide garbage service at Fort Moore. The City would be a pass through, with ESG providing personnel. The City would bill then receive and disperse the funds agreed upon. The Federal Government has yet to award the contract.

Sub-Item #2b.: *Discuss Lease of City Property*

Mr. Dickerson is still discussing with a company that would like to lease City property off Robertson Loop Rd. This company grinds mulch. The monthly lease will be \$500.00 per month, and the City will get free mulch and the company will grind for the City and maintain roads in and out. They would like to begin in January.

Agenda Item #3: *New Business*

Sub-Item #3a.: *Discuss the Habersham County Fire Department Study*

Habersham County would like the City to adopt Resolution 2024-8, to agree to participate in a fire department consolidation feasibility study. While Mr. Dickerson, along with Mayor and Council, have no plans to consolidate the fire department with the County, the study could provide useful information, without commitment or cost to the City.

Council Member Franklin Brown made a motion to approve Resolution 2024-8.

Seconded: Council Member Rick Wood

Passed (5 - 0)

Agenda Item #4: *Open Discussion*

Mayor and Council discussed the Community House. Mrs. Kiker suggested discussing parking and storage room addition at a future meeting.

Agenda Item #5: *Public Comment*

There was no public comment.

Agenda Item #6: *Consider Going Into Executive Session*

There was no Executive Session.

Agenda Item #7: *Adjournment*

Council Member Brad Coppedge made a motion to adjourn the meeting.

Seconded: Council Member Franklin Brown

Passed (5 - 0)

Respectfully submitted,

Julie Poole, City Clerk

OFFICIAL MINUTES
REGULAR MEETING

December 9, 2024
Minutes
City of Clarkesville
Regular Meeting

The Regular Meeting was held on Monday, December 9, 2024, at 6:00 PM at City Hall. Those present were Council Member Don Nix, Council Member Rick Wood, Mayor Pro - Tempore Franklin Brown, Council Member Angelia Kiker, Council Member Brad Coppedge, Mayor Barrie Aycock.

Agenda Item #1: *Call to Order*

Mayor Aycock called the meeting to order.

Agenda Item #2: *Invocation and Pledge*

Sub-Item #2a.: *Pastor Grady Walden with Clarkesville Baptist Church Will Lead the Meeting in Prayer*

Pastor Walden could not attend. Mayor Aycock led the meeting in prayer.

Agenda Item #3: *Consent Agenda*

Sub-Item #3a.: *Discuss and Vote to Consider Approval for:*

November 4, 2024 Work Session, Executive Session and Council Meeting Minutes

2024 Alcohol License Renewals

Monroe Liquor Store

Kabobalicious

El Jinete

Oasis Bar

Shake N Go

Westside Express

Your Pie

Frescos

Ingles

USA Shop

New Alcohol Licenses

Ganesh Gascon LLC, dba Chevron, to Sell Package Beer and Wine at Square 332 Monroe St. Suite 1

1442 Cocktails & Cafe LLC to Sell Distilled Spirits, Beer and Wine for Consumption on the Premises at 1442 Washington St.

Council Member Brad Coppedge made a motion to approve the minutes as listed.

Seconded: Mayor Pro - Tempore Franklin

Passed (5 - 0)

Brown

Mayor Pro - Tempore Franklin Brown made a motion to approve the 2024 alcohol renewals.

Seconded: Council Member Brad Coppedge

Passed (5 - 0)

Mayor Pro - Tempore Franklin Brown made a motion to approve the new alcohol licenses.

Seconded: Council Member Brad Coppedge

Passed (5 - 0)

Agenda Item #4: Committee Reports

Sub-Item #4a.: Finance, Main Street, Fire, ESG, Police and Planning will Present Monthly Reports

Department heads presented their reports.

Agenda Item #5: Unfinished Business

Sub-Item #5a.: Discuss and Vote to Adopt Resolution 2024-7 Town Green Restoration
Resolution 2024-7 will allow Georgia Department of Transportation to begin a feasibility study of the idea Lew Oliver presented at the November Work Session. This is a very preliminary start to this process and will provide useful information about the Square, including traffic flow, and will have no cost to the City.

Mayor Pro - Tempore Franklin Brown made a motion to approve Resolution 2024-7.

Seconded: Council Member Brad Coppedge

Passed (5 - 0)

Sub-Item #5b.: Discuss Flock Cameras

Mr. Dickerson is still working on purchasing four tag reading Flock Cameras.

Agenda Item #6: New Business

Sub-Item #6a.: Discuss and Vote to Adopt the 2025 Council Meeting Schedule

Council Member Rick Wood made a motion to approve the 2025 Council Meeting Schedule.

Seconded: Mayor Pro - Tempore Franklin Brown

Passed (5 - 0)

Sub-Item #6b.: Discuss and Vote to Adopt 2025 Holiday Schedule

Mayor Pro - Tempore Franklin Brown made a motion to approve the 2025 holiday schedule.

Seconded: Council Member Angelia Kiker

Passed (5 - 0)

Sub-Item #6c.: Discuss and Vote to Contract Falcon Design to Provide Engineering Services for GDOT Projects and GEFA Funding

Council Member Don Nix made a motion to approve the Falcon Design Contract.

Seconded: Mayor Pro - Tempore Franklin Brown

Passed (5 - 0)

Sub-Item #6d.: Discuss and Vote on Proposed Rezoning of Map 104-046A, 217 Landers St., from R-2 Multi Family Residential to INS, Institutional

Caleb Gaines was not in attendance, however Grace Higgins, property owner at 217 Landers St. was there and answered questions. Mr. Dickerson pointed out that the Planning Commission approved this rezoning with the contingency that Landers St. become one way, entering on Washington St. and exiting onto Water Tower Place. Mrs. Higgins agreed with this because they plan to open a children's daycare in the existing house and this will greatly help with traffic flow.

Council Member Rick Wood made a motion to approve to approve the rezoning with the condition that Landers St. become one way.

Seconded: Council Member Don Nix

Passed (4 - 1)

Sub-Item #6e.: Discuss and Vote on House Bill 581 Option

Mr. Dickerson still has not received the proper information in order to vote, however he would like Council to start researching and preparing to vote on this. Mr. Dickerson recommends voting to opt in. Habersham County is not opting in, as they already have a freeze. While it does mean more work for the City, it will allow the opportunity for FLOST in the future. A decision is required at the March Council Meeting.

Agenda Item #7: Public Comment

There were no public comments.

Agenda Item #8: Consider Going Into Executive Session

Council Member Rick Wood made a motion to enter executive session .

Seconded: Mayor Pro - Tempore Franklin Brown

Passed (5 - 0)

Sub-Item #8a.: Council Will Enter Executive Session Pursuant to the attorney-client privilege and as provided by Georgia Code section 50-14-2(1), a meeting otherwise required to be open was closed to the public in order to consult and meet with legal counsel pertaining to pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the agency or any officer or employee or in which the agency or any officer or employee may be directly involved.

Agenda Item #9: Adjournment

Mayor Pro - Tempore Franklin Brown made a motion to adjourn the meeting.

Seconded: Council Member Angelia Kiker

Passed (5 - 0)

Respectfully submitted,

Julie Poole, City Clerk

City of Clarkesville
(UNAUDITED)

Financial Report - As of November 30, 2024					2023
	Budget	Actual	Difference	%Budget	Actual
General Fund					
Administrative Revenue	2,726,726	2,530,474	(196,252)	93%	2,324,436
Main Street	18,500	19,428	928	105%	20,183
Fire Revenue	24,000	14,370	(9,630)	60%	19,775
Planning Revenue	28,000	21,078	(6,922)	75%	34,213
Police Revenue	94,000	77,422	(16,578)	82%	99,853
Streets Revenue	29,226	40,423	11,197	138%	30,446
Hotel/Motel	3,500	2,770	(730)	79%	3,196
ARPA	0	0	0	0%	0
Total General Fund Revenues	2,923,952	2,705,965	(217,987)	93%	2,532,102
Expenses					
Administration	1,118,034	755,061	(362,973)	68%	889,300
Main Street	185,922	189,971	4,049	102%	171,575
Fire	516,801	396,120	(120,681)	77%	338,084
Parks	10,300	98,564	88,264	957%	51,971
Planning & Zoning	91,901	77,866	(14,035)	85%	75,848
Police	828,184	769,695	(58,489)	93%	758,852
Streets	175,311	248,566	73,255	142%	165,746
Total General Fund Expenses	2,926,453	2,535,843	(390,610)	87%	2,451,376
General Fund Revenues over Expenses	0	170,122	(608,597)		80,726
Water/Sewer Fund					
Water Revenues	1,399,292	1,554,732	155,440	111%	1,334,265
Sewer Revenues	565,500	624,828	59,328	110%	506,041
Sanitation Revenues	206,000	190,801	(15,199)	93%	183,676
Total Water/Sanitation/Sewer Revenues	2,170,792	2,370,361	199,569	109%	2,023,982
Administration Expense	1,449,153	1,173,452	275,701	81%	1,237,548
Water Plant Expense	351,200	353,691	(2,491)	101%	368,374
Water Distribution Expense	34,839	197,990	(163,151)	568%	36,290
Waste Water Plant Expense	82,000	83,122	(1,122)	101%	90,209
Waste Water Collection	47,600	48,707	(1,107)	102%	62,129
Sanitation	206,000	182,589	23,411	89%	216,396
Total Water/Sanitation/Sewer Expenses	2,170,792	2,039,551	131,241	94%	2,010,946
W/S/S Revenues over Expenses	0	330,810	330,810		13,036
Total City Fund Revenues over Expenses	0	500,932	(277,787)		93,762

Main Street Report December 2024

New Businesses

- Now Habersham

Events

- Downtown Clarkesville Christmas. Estimated attendance-600
- Candlelight Christmas Walk- Estimated attendance- 200
- In town events
 - Total of events 34
 - Total Attendance of 1,827

Upcoming events

- Mardi Gras 2025 – March 1

Fire Department Council Report January 2025

December Totals

Total 90

Fires 3

Overheat (No Fire)

EMS 42

MVA 2

Hazardous Condition 5

Service 17

Canceled/False 16

City 50, County 39, Demorest 1

2024 Totals

Total 957

Fires 38

Overheat (No Fire) 4

EMS 544

MVA 45

Hazardous Condition 21

Service 129

Canceled/False 176

City 621, County 302, Demorest 34

City of Clarkesville
City Hall Meeting 1-8-25

- Storm damage update - Fire Department/Rocky Branch
- Greene Street excavation on sewer collapse update
- Little Creek can station improvements

Departmental Activity Report for the Month of Dec/end of year

The following permits were issued for the month of Dec followed by the year-end total.

1 Perm Sign

0 Temp Sign

0 Plan Review

0 Demolition

4 Building

3 Plumbing

3 Electrical

4 Mechanical

0 Tree Removal

0 Land Disturbing

106 Total permits for the year.

12 Code Enforcement

8 Construction Inspections

215 year end total.

COs Issued: 1 for December. Year-end total - 10

Planning Activities: I've received the proposed building façade for Waffle House. The Planning Commission will review it at their January meeting.