

TOWN OF SHARPSBURG

TOWN COUNCIL MEETING
A & O Bridges Community Center
105 Main Street, Sharpsburg GA
February 6, 2023

MINUTES

6:00PM

Call Council Meeting to Order

Mayor Cole called the February 6, 2023 Council Meeting to Order at 6 p.m.

Pledge of Allegiance

Mayor Cole led all in attendance in the Pledge of Allegiance.

Establish Quorum

Administrator Jones stated that a Quorum was present.

All Councilmembers were present for the meeting.

Presentations:

1. Georgia Downtown Association:

Mayor Cole introduced Ms. Abigail Strickland of the Georgia Downtown Association (GDA) who gave a presentation about the work of the association. A copy of her presentation was provided to the Council in its Agenda Packet. She stated the association connects communities with professionals that are committed to downtown vitality. She said the association provides networking for the communities. She added the association also provides advocacy on behalf of the communities to the state legislature. She added that GDA also provides Annual Achievement Awards that awards achievers and is attended by approximately 200 people. Ms. Strickland spoke of additional programs and certifications provided by the GDA.

Mayor Cole stated he wanted GDA to come to the meeting so that council could consider how it utilizes the available help in revitalizing the town. Discussion followed.

Council did not vote or take any action on this presentation.

2. Team Hungry:

Mr. Jeff Flavin briefed Council on the plans for 2023 and asked Council for approval to hold its events free of charge at the town. Mr. Flavin thanked the town for allowing Team Hungry to be a part of Sharpsburg Market Days. He asked that the town waive the rental fees for Team Hungry- since it is a non-profit organization- for its events in 2023. He stated that the intent is to be hold their events on the third Saturday of each month starting from April to December from 10 a.m. to 2 p.m. He added that Team Hungry is run by students, and they are working on putting

together music and arts, and to hold additional events throughout the year. Administrator Jones stated that the town has already begun taking reservations for the year, so there may be conflicts in the calendar, however, staff would work with Team Hungry to coordinate alternative dates as able.

Councilmember Good moved to waive the rental fees for Team Hungry as requested. Councilmember Parten seconded the motion. The motion passed 5-0.

Review/Approval of Minutes:

1. January 23, 2023 Special Called Meeting Minutes:

Councilmember Parten pointed out that the Minutes showed that Councilmember Teagle made a motion and an second on the same motion. Administrator Jones stated he would make a correction to the Minutes to reflect the proper motion and second.

Councilmember Edge moved to approve the January 23, 2023 Minutes with the correction as noted. Councilmember Parten seconded the motion. The motion passed 5-0.

Public Hearing:

There was no Public Hearing.

New Business:

1. Review January 2023 Budget:

Administrator Jones reviewed the January 2023 Budget with Council by noting that more revenues had been received in the month than budgeted and fewer expenses had been paid in the month than budgeted- meaning the budget was on track.

Mr. Jones pointed out that the Utilities-Gas line item was overbudget due to the town work that was performed in 2022 but invoiced and paid in 2023. There was also discussion about how Lawn Care indicated more expenses than budgeted, but Mr. Jones stated that the expenses looked inflated since- like the gas bill- the invoices for work done in 2022 were not provided until 2023.

Councilmember Teagle asked Mr. Jones to continue keeping an eye on the budget should there be any areas of concerns. Mr. Jones replied that he reviews the budget often to keep aware of any issues that may be concerning, but at this time he did not have major concerns with the current budget.

Council did not vote or act on this matter.

2. Code Enforcement- Safebuilt:

Administrator Jones stated that information had been provided in the Agenda Packet and an additional sheet had been provided to the Council prior to the meeting regarding the consideration of enacting Active Code Enforcement in town. He stated that this effort is the latest after discussion began several months ago regarding code enforcement, and in those efforts, he had obtained an agreement that provides for the same type of active code enforcement utilized by the Town of Luthersville.

Mr. Jones stated that currently Safebuilt provides for several services that were agreed upon in 2018, and that this current matter would add an amendment to the current services that would provide additional permit technician support and active code enforcement services. Mr. Jones stated, at present, the town relies on passive code enforcement meaning the town is reactionary. He explained that the added services provide help in interpreting building submissions- such as demolitions and building of houses. He spoke about one submission of a building plan that was turned to him, and he spent a large amount of time looking into the plans and comparing them to code- while it would be better to turn the matter over to professionals who are adept in the matter. Mr. Jones stated the active Code Enforcement would enact three months of enhanced enforcement to get issues resolved with the following months being active but not as enhanced but continuing to be active.

Mr. Jones further pointed out that the costs for the 2018 services would also rise by 3% and next year the 2023 services would also rise 3% in 2024. He added that the 3% increases would continue annually each year continuing in accordance with both the 2018 agreement and the 2023 Amendment to the agreement. Mr. Jones stated that the 2023 budget already has \$2,000 budgeted for Professional Services with Safebuilt, and he asked for a minimum of \$4,720 from contingency to pay for the Safebuilt services as described.

Councilmember Good asked if Code Enforcement would be writing up infractions and Mr. Jones stated that was his understanding. Councilmember Teagle asked if the town could guide Safebuilt, and Mr. Jones stated the town can provide guidance to Safebuilt. Councilmember Edge asked if there is a report that would be provided, and Mr. Jones pointed out in the agreements- both 2018 and 2023- allowed for Safebuilt to provide reports. Mayor Cole asked, given the additional costs for services, should the service fees be increased to meet the expense to the town. Mr. Jones replied that the service fees, for the time being, would be okay- however, he did have some uncertainty about the answer. He explained that since he has been at the town, the town has not been charged for more than one hour for service at a time, so he did not expect a change in that. He added that the best way to answer is to keep aware of Safebuilt's activities and if the hours of work increases from one hour to more than one hour then the matter could come back to Council for consideration. Mayor Cole asked when the service would start, and Mr. Jones stated Safebuilt was looking for approval and then the service could start. Mayor Cole asked Mr. Jones if he needed \$6,000 from contingency. Mr. Jones stated that \$6,000 would be appreciated since it would provide for the additional services and provide buffering funds for extra hours worked by Safebuilt. Mr. Jones added that the Municipal Court fund was also increased from \$500 in 2022 to \$2,000 in 2023 and is already part of the approved budget.

Councilmember Edge moved to approve the Safebuilt Amendment as presented. Councilmember Good seconded the motion. The motion passed 5-0.

Councilmember Parten moved to reallocate \$6,000 from the Contingency Fund to Professional Services for funding of the Safebuilt Amendment as presented. Councilmember Teagle seconded the motion. The motion passed 5-0.

3. Copy Machine Replacement:

Administrator Jones stated that the town has a current agreement with Toshiba that has been in effect for several years. Recently, Toshiba contacted the town asking if we had interest in upgrading the copy machines. He explained that in researching the matter of copy machines, he found a quote from Toshiba that was dated in 2012 and that the quote stated the last time a machine was purchased was in 2005. He assumed that the town purchased its current copy machine around 2012, but he did not see approval to purchase the machine in the minutes. He noted that the current copy machine was first manufactured in 2011 and that technicians who have worked on the machine have consistently stated that the machine is no longer current and that part for the copier are scarce and no longer provided. Mr. Jones added that the town has only once copy machine which also serves

as the town's only printer and scanner- meaning when the machine goes jams or is in use by a staff member, other staff are slowed or prevented from doing work effectively. He further added that the current copier had been jamming all day and the proof was the numbers of damaged pages filling the recycle bin.

Mr. Jones explained that the current machine appeared to be purchased for approximately \$8,200. He stated the town is invoiced quarterly for back and white copies and color copies and the town is charged every time something is printed. He stated that a color copy is \$.16 each and a black and white copy is \$.03 each. The average is 304 color copies quarterly or 76 color copies monthly and just under 5,000 black and white copies quarterly or 1,200 monthly.

Mr. Jones stated the new proposal is that for \$13,147 two machines can be purchased. One machine replaces the older machine currently in use. The other machine provides a printer that can be used by additional staff, and it also provides a secondary unit for printing. Mr. Jones added that the agreement now calls for monthly- not quarterly- invoicing and that the costs for printing will be higher than the town is accustomed to paying. However, he stated the additional costs provide for 500 color copies a month and it allows for 5,000 black and white copies. He stated that the additional costs will update the technology while also provides the ability to have a better overall presentation in the town's work.

Mayor Cole stated that the new equipment would also come with new technology, for instance, it may allow for him to work from home and print. Mr. Jones replied that it would provide new technology since it is new equipment, but the matter of working from home and printing had not been explored so there was no certainty it would work that way.

Mr. Jones added there is an additional \$250 cost for removal of the current copy machine.

Councilmember Good stated that if this replacement is approved she wanted to be sure that a 2012 copy machine was not purchased. Councilmember Parten stated that this replacement comes with printing costs. Additional discussion followed.

Mr. Jones stated he had provided three motions for Council's consideration. He added there is a fourth consideration and that is to make this approval contingent on legal review and agreement since this involves ARPA funds.

Councilmember Good moved to authorize the usage of ARPA funds to purchase two Toshiba machines in the amount of \$13,147.50, with said authorization being contingent on legal review to ensure all ARPA requirements have been met. Councilmember Parten seconded the motion. The motion passed 5-0.

Councilmember Teagle moved to approve payment of the removal fee as proposed and to increase the Printing Service Budget from \$1,000 to \$1,500 for the remainder of 2023. Councilmember Edge seconded the motion. The motion passed 5-0.

Councilmember Parten moved to authorize the Town Administrator to sign all copies of purchase and service agreements as proposed by Toshiba. Councilmember Teagle seconded the motion. The motion passed 5-0.

Old Business:

1. 39 Main Street Update:

Mayor Cole stated there is no new information regarding 39 Main Street. Councilmember Teagle stated he would get with some pest control companies to begin getting information on fumigating the house of pests prior to demolition.

2. Back Parking Lot Update:

Mayor Cole stated that many of the same punch-list items discussed last month are still needing to be done. He stated the work had stalled due to nearly three weeks of rain. He stated he spoke to Coweta Public Works earlier in the day and striping of the parking lot and conduit for the electrical poles were hopefully to be completed this week. He added there is a "void" under the pavilion towards the left-hand side if one was standing in the parking lot and facing toward Main Street. He explained that Coweta County made a pressure cut during construction to see if it would relieve the cracks, but once it was cut it was discovered the void is larger than expected. He said Coweta County would pull up part of the pavilion and repour it. He said the plan is to pull up the part of the pavilion that is cracked, fill up the void, and then repour the concrete. There was question about where the electrical poles would be placed. Mayor Cole added he saw that Clement's had placed the privacy screen between the parking lots.

Councilmember Teagle stated he had talked to Breaking Ground about the trees as discussed at the last meeting and was told two-foot tall trees would be about \$100 each and planting the trees would be an additional \$100. Some discussion followed. Mayor Cole asked Mr. Jones for a quote for Leyland Cypresses or recommended conifer trees.

Public Comments:

Bobby Vaillancourt: Mr. Vaillancourt stated that the Williams Circle traffic sign had been removed and needed to be replaced. Mr. Vaillancourt stated that the drain at Angie's corner and Sunset Drive is backing up. He also asked how to start the conversation on getting his property rezoned. Mayor Cole explained to him how to start with rezoning the property. Mayor Cole stated he would go to the area to see the issue and likely have a discussion with the Georgia Department of Transportation.

Polly Garlington: Ms. Garlington stated she reviewed the ordinances and found that some of the wording in the ordinances do not "jive" and she thought there would be a place where all the ordinances would say the same thing without trying to make interpretations. He added that some of the ordinances do not even provide definitions. Mayor Cole replied that the issues Ms. Garlington mentioned would be addressed when the ordinances are codified.

Polling of Council:

The Councilmembers did not have any additional information to provide.

Administrator's Reports:

Sage Software: Administrator Jones stated that the town uses Sage Software for its accounting. He stated there has been some discussion about changing the software to some other accounting software, but he was reluctant to make the change since it would be similar to reinventing the wheel and restarting. He explained that the town has received notification that it needs to renew its license and the renewal fee for 2023 comes with a 50% discount- meaning the renewal would be less than \$500. He explained that the cost for this year falls under the mayor's spending authorization, so he was letting Council

know that the renewal would be made, however, he informed the Council that Sage has changed its billing formula so that the license would have to now be renewed annually at a cost of nearly \$1,000. He stated that cost would be accounted for in future budgets brought to Council starting with the 2024 budget.

Coweta County Special Olympics: Administrator Jones stated that Coweta County Special Olympics came to the office earlier today asking for the town to buy a sponsorship into the program and, if the town did so, then the town's name would be placed on a list with other contributors. He explained there are three tiers of sponsorship: Bronze, Silver, and Gold. He stated the Bronze sponsorship cost \$100 - \$499, the silver sponsorship was \$500 to \$999, and the gold sponsorship was \$1,000 or higher. He asked if there was interest in being a sponsor and, if so, what sponsorship was desired. Discussion followed. Council agreed to be a bronze sponsor for this event.

Councilmember Edge left the meeting after the Administrator's Reports.

Mayor's Updates:

LMIG Update: Mayor Cole stated that the Georgia Department of Transportation has approved its 2023 Local Maintenance Improvement Grant (LMIG) funds in the amount of about \$6,000 in state funds and about \$1,300 in local funds for use in minor road repairs, striping and signage. He stated that they approved the money spent in 2019 and 2020 which included sidewalk work, drain replacement, two sign orders, and paving on Sunset Drive. He explained that this work revealed an internal change on how the minor road repairs will be made. He explained that previously when minor road repairs needed to be made it was paid for from Special Purpose Local Option Sales Tax (SPLOST) funds- and SPLOST can be spent on recreation, cultural and historical events, roads, and infrastructure. He added that LMIG can only be spent on local mileage improvements. He explained the small road repairs will now be spent from LMIG instead of SPLOST. He said it would be easier to spend down LMIG as the bills are being paid. He added that LMIG opens the conversation to other improvements including the striping of Main Street and Terrentine Road. He said quotes are forthcoming and hopefully will be available for the March 2023 meeting. Mayor Cole added that the roads will need to be cleaned at their edges to knock off any dirt along the side of the road- particularly at the end of Terrentine where red mud is washing into the street. He thought the fix would be to put an apron and a load of rock at that area to slow or stop the erosion. Then part of the road may need to be pulled up, but that conversation with the County would provide guidance on how to make the improvement. It was noted that culverts can be cleared by either the county or the state depending on what road they are on.

Library: Mayor Cole reported that the Librarian position is posted on the website. There has been some interest, but interviews have not yet been scheduled. Mayor Cole said the schedule will be flexible, but he wanted at least one Saturday a month if not more. He hoped there would be more demand at the library. He also thought there were ways to update the library with additional chairs by rearranging the bookshelves- and it would allow for other non-profit meetings in the Library. He said the Community Center is starting to max out of space and time and the Library can be utilized to help with the capacity. It was noted that the long-term instructors have been paying more consistently, and the new instructors are being charged at market rate. Mayor Cole added that parking at the Library also needs consideration for additional parking while leaving room for a loading zone. Councilmember Teagle suggested there will not be many places for parking- especially considering a handicapped space will also need to be provided. Suggestions were made on how to fit parking spaces at the library. Councilmember Teagle questioned whether parking spaces should be provided if the library is not used much anyway. Mayor Cole understood the concern but added additional parking spaces would go toward improving the look of the town. Additional discussion was held about the possibility of expanding the library. Councilmember Teagle asked why the expansion was needed, and Mayor Cole replied it would provide additional places and events in town. Mayor Cole added that this is a discussion that will take time, money and Council action.

Art Projects: Mayor Cole stated he has started to talk to some artists abouts doing projects at the back parking lot. He reported that Kay Stanley is going to do murals to attach to the fence that will be decorative and pretty for the children. He said the high school may do murals on the fence near Arbor Valley. He hoped making the place friendly for kids would draw adults and would draw more events and rentals. Councilmember Good recommended that any mural be interactive- like a place in Nashville that has angel wings where people take pictures.

Daffodils: Mayor Cole stated he has several daffodils that can be planted. Ms. Garlington suggested the Master Gardeners or Sharpsburg Garden Club could help plant the daffodils.

Executive Session

There was no Executive Session.

Adjournment

Councilmember Good moved to adjourn the February 6, 2023 Meeting. Councilmember Teagle seconded the motion. The motion passed 4-0-1 with Councilmember Edge being absent.

The February 6, 2023 Council Meeting was adjourned at 7:29 p.m.

Floyd L. Jones, Town Administrator

Blue Cole, Mayor

The foregoing minutes were duly approved at an official meeting of the Sharpsburg Town Council, in Sharpsburg, Georgia, on the 20th day of February 2023.

Floyd L. Jones, Town Administrator

