

Council:

Mayor – Toby P. Bradberry

Post 1 – Eric Carlson

Post 2 – Jason Presley

Post 3 – Ann Evans

Post 4 – Paul Dotterweich

Post 5 – Violet Dawe

Town of North High Shoals

Small Town, Big Heart

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**APPROVED MINUTES
TOWN OF NORTH HIGH SHOALS, GEORGIA
COUNCIL MEETING
October 21, 2019**

Council Present: Toby Bradberry, Eric Carlson, Violet Dawe, Jason Presley

Council Absent: Ann Evans

Visitors: Hilda Kurtz, Newly elected council member

Call to Order

Greetings and Declaration of Quorum

- Mayor Toby Bradberry called the meeting to order at 7:36pm. He declared a quorum and started the meeting with a review of the agenda.

Agenda Setting

- Mayor Bradberry added an update on the condition of the road at the intersection of Arborwood Ridge Road and Elder Road to the agenda under New Business. Council Member Carlson made a motion to accept the agenda with the addition as stated. Council Member Dawe seconded the motion and it passed unanimously.

Presentation of Draft Minutes from Previous Meeting

- When reviewing the minutes, Council Member Dawe asked that last names be included for people listed during the discussion of Item #2—Wade's Way Subdivision.
 - Mayor Bradberry updated the Council on what has happened with the plans for Wade's Way since the September meeting. He recapped what actions Council took at the meeting—accepting the proposal as presented, but not signing anything. Family members reached out to him expressing a desire that Council would not sign the document. Discussion between council members followed. Mayor Bradberry wishes to hold off on signing the proposal until all landowners involved with the Wade's Way Subdivision agree with the redistribution of the property lines. All of council members agreed with him. Mayor Bradberry will check with the town's lawyer to make sure the town's actions in the matter are legal.
- Under Item 14—Radiology Remote Reads, Council Member Dawe requested a subheading for the discussion about termites.
- Under Item 15—Roadside Maintenance, Council Member Dawe asked for clarification about which roads had roadside maintenance performed. Mayor Bradberry clarified he was referring to crews trimming trees and bushes around town.
- Council Member Presley made a motion to accept the minutes with the corrections stated. Council Member Dawe seconded, and the motion passed with no objections.

Presentation of Financial Statement

- During the presentation of the financial statement, City Clerk Wilson informed council that the statement included information from September 1st through October 21st. To provide council with a clearer financial picture the statements will now run from last council meeting to the current council meeting instead of being a month behind. Clerk Wilson then highlighted the

Georgia Power line item for the Community Center, stating that the town will go over budget. She also made note of that the revenue from the Georgia Insurance Commission was more than expected.

- Council then digressed into a discussion about exterior lights and switching them to motion sensors to save money. Council Member Presley recommended labeling the lights for the ease of people renting the space.
- Council Member Dawe made a motion to accept the financial statement as presented. Council Member Presley made the second and it pass unanimously.

Citizen Comments on Non-Agenda Items

- None

Item 1—Landscape Bids

Mayor Bradberry and council members discussed the bids submitted by Butler’s Landscaping and Georgia Landscape Inc. Newly elected Council Member Kurtz joined in the discussion, inquiring about a budget for the project and irrigation plans. More discussion followed about the price of plants, guarantees with the plants, using SPOLST funds, and finding more companies to bid on the project. Mayor Bradberry and council members wanted to have more bids before picking a company to do the project. It was decided to extend the bidding deadline to October 30, 2019 and have a special called meeting that night to pick a company.

Item 2—Rental Agreement for NHS Community Center

Mayor Bradberry prepared a draft rental agreement for the North High Shoals Community Center for council’s review. Council Member Presley began the discussion by raising concerns about the possibility of alcohol at events. Mayor Bradberry stated that the language in the agreement protected the town from any liability, but that he would double check that with the town’s attorney. Council decided to limit alcohol to the building (none outside in the park) and that renters would need to pay for security during the event.

Council Member Dawe then turned the discussion to allowing smoking on the property. She advocated against any type of smoking or vaping on the property, saying that the park was non-smoking. Council Member Presley also advocated against any type of smoking or vaping because of the park and the safety of children. Council Member Carlson agreed, and smoking was dropped from the agreement.

Council members moved on to discuss times the building would be available for rent, how much to charge for rent, and if people should be able to rent the space hourly or in blocks of time. Council also stated the need for lights in the parking lot and briefly debated what type of lights would be best. Until lights can be procured for the parking lot, a note will be added to the rental agreement informing renters of the situation. Council decided to rent the building Sunday through Thursday from 8am to 10pm and on Friday and Saturday to rent the space from 8am to 11pm. Council stated they would be open to the possibility of extending rentals outside the approved time period for specific purposes. After much discussion about how long to rent the space for, it was decided to rent it hourly for \$25 per hour with a two-hour minimum. For cancellations, it was decided renters can cancel up to a week ahead of time for a refund minus a \$25 dollar processing fee.

City Clerk Wilson suggested to add rice to the list of decorations not allowed and council agreed. Council Member Presley inquired about banning weapons from the property and council agreed to ban weapons from the property. Mayor Bradberry inquired about a cleaning deposit. The town’s cleaning person charges \$80 per session so it was decided to make that amount the security deposit. Council Member

Dawe recommended having a cleaning check list and Mayor Bradberry agreed. Council Member Dawe inquired about needing security for an event. It was decided that security would be needed for any event that had alcohol. Renters needed to pay for security at the time the rental agreement was signed. Council also decided to require one adult per eight children for events with a minimum of two adults and that renters must take their trash with them. Council Member Carlson indicated he would follow up on finding a warming oven. He stated, he might be able to find one used.

Council Member Carlson made a motion to accept the rental agreement for the North High Shoals Community Center with the changes as discussed. Council Member Presley seconded his motion and it passed with no objections.

Item 3—Erosion at the Old Town Hall

Mayor Bradberry gave an update on the erosion situation in front of Tom Little's house. The mayor met with county officials and they recommended putting one or two boxes to collect water and run new pipes. The county official did not have an estimate on the project, but it would require tearing up the driveway to replace the pipe. Council Member Dawe raised questions about who's responsibility it is to pay for the repairs; citing concerns of setting a precedent. She acknowledged the homeowner and the town shared responsibility for the problem so they should share the costs of the project. Council Member Presley asked who determined who was more to blame for the problem. Mayor Bradberry stated the county officials were engineers and qualified to assess the situation. He suggested sending a letter to the homeowner explaining the situation and what the town expects of the homeowner. Council Member Presley recommended getting an estimate to included in the letter to the homeowner.

Item 4—Pest Control

Mayor Bradberry asked for an update on this situation. Mayor pro tem Evans was not present to give an update. He asked Clerk Wilson to find a pest control proposal made to Council about a year ago to use as a template to solicit bids from.

Item 5—Christmas Decorations

Council Member Dawe would like to investigate adding new power poles to Elder Road to hang Christmas decorations. The existing poles on the road cannot accommodate any decorations. Future Council Member Kurtz asked Council to consider adding a sidewalk on Elder Rd. Clerk Wilson informed Council that the existing poles on Elder Rd belonged to Georgia Power. She informed Council that Walton EMC would not put a pole up unless it was connected to a house or had a streetlight attached to it so it stood to reason Georgia Power would be the same. Mayor Bradberry liked the idea of adding streetlights on Elder Rd so there would be a year long benefit to that section of town. He also stated that he did not think the poles could be installed for this holiday season, but that it was a good idea to start the process for next season.

Council Member Dawe stated that even without new poles on Elder Road, the town needed to order two additional pieces of decoration to accommodate existing poles. She was going to verify that with Johnny Highfill who installed the items last season. Council decided to order two additional bells. Mayor Bradberry indicated there was money in the budget to cover this.

Item 6—Creating a butterfly garden in the Town Park

Council Member Dawe proposed creating a small butterfly garden to join the Rosalyn Carter Butterfly Trail. Clerk Wilson informed Council that it does not cost anything to join the trail and that there are approximately 500 trail members across the United States. She also stated that there is a metal sign that

can be purchased identifying the garden. Discussion followed about putting in a butterfly garden. Mayor Bradberry specifically wanted to know when the garden could be installed. Council Member Dawe suggested this fall after the landscaping was finished.

Item 7—Building permit for 2340 Elder Road

Mayor Bradberry presented a summary of the proposal for a new pool pavilion at 2340 Elder Road. Clerk Wilson stated the structure was open air and that the plumbing would in place for future use. Discussion followed and council asked for clarification on the fireplace, how much the structure is worth, and where it would be located on the plat. Council Member Presley made a motion to accept the building permit on the condition of the applicant answering the Council's questions regarding the fireplace, value of the structure, and location. Council Member Carlson made the second and it passed with no objections.

Item 8—Arborwood Ridge Road and Elder Road Update

The town was contacted by the Hickory Ridge Homeowner's Association President regarding the condition of the roadway at the intersection of Arborwood Ridge Road and Elder Road. Mayor Bradberry met with road officials from Oconee County who recommended replacing the pipe under the road and repaving that section of road; removing the grate. He stated the work would be done in the spring, as dictated by the county officials. Council Member Dawe expressed concern about removing the grate and what would happen with all the rainfall. Mayor Bradberry said the problem occurred because over time heavy trucks have damaged the area. Oconee county said they could help pay for the pipe and the town would be responsible for resurfacing.

Future Council Member Kurtz brought up a drainage situation in Hickory Ridge that is outside the town's limits. Mayor Bradberry stated he was aware of that issue and stated the town was going to investigate it as part of the neighborhood resurfacing project. As part of the Hickory Ridge subdivision is in the county, the Mayor hopes the county will help pay for the project.

Item 9—Furniture

Mayor Bradberry is going to contact the furniture representative to order what the town needs and he will get input from council members before ordering. Discussion followed about what to do with the new table donated by Council Member Presley and if a boardroom table was needed. The furniture will come to about \$25,000.

Item 10—Signage

Council reviewed the sign proposal from The Sign Bros that included signs for outside and inside. Discussion followed about the need for an LED sign outside. Clerk Wilson let Council know that they existing sign is 53" wide and 106" tall as compared to the proposed sign that is 84" wide and 62" tall. Council Member Dawe expressed concerns that the new sign could block visibility. She was also concern about the nature of an LED screen at night. Mayor Bradberry stated the town did not want to annoy the neighbors and that the screen would be on a timer. Council Member Presley inquired if council had to vote on the sign package tonight as he would like time to think about the LED screen. Mayor Bradberry indicated nothing had to be decided today. Council Member Dawe asked for clarification that SPLOST funds could be spent on signage. Clerk Wilson ask for clarification on the material the seal sign inside the meeting room would be made of. Council Member Dawe asked for further clarification about maintenance and upkeep for the exterior sign.

Council Member Dawe and Mayor Bradberry expressed concerns about the size of the proposed RESTROOM sign. They both indicated they would like to see a smaller sign. Clerk Wilson suggested adding a sign for the Community Access Door and something for the pane of glass for the Clerk's Office. Council Member Presley also asked about what type of protection is available for the LED screen and any warranties.

Item 11—High Shoals Christian Church—Fall Fun at the Park

Mayor Bradberry asked if nonprofits are charged for use of the park. Council Member Dawe reminded the Mayor that many nonprofits rent the park but do not get a special discount.

Item 12—Christmas Tree for the Lobby

Clerk Wilson inquired about putting up a Christmas tree in the lobby area of the Community Center. Mayor Bradberry thought that the town might already have one in storage, but if not, a fake tree could be purchased.

A discussion followed about participating in the Christmas parade. The council decided to participate and Mayor Bradberry said the town could use his trailer and truck. He said the items used last year were in the basement of the former Town Hall.

Item 13—Surface Pros

Council Member Presley stated he found a one-day sale on Microsoft Surface Pros. He ordered six plus keyboards, pens, and an extra year of Microsoft Office. Discussion followed about the pros and cons of using the pen with the Surface Pro. Mayor Bradberry stated the Surface Pros would be used at every meeting and could be taken home or stored at the Community Center. Council confirmed the purchase.

Council Member Presley made a motion to adjourn the meeting that was seconded by Council Member Carlson. The motion passed with no objections. The meeting ended at 9:56pm.

Respectfully Submitted,

Laura Wilson
Town Clerk