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MAYOR TOBY P. BRADBERRY

POST 1: ERIC CARLSON

POST 2: JASON PRESLEY

POST 3: ANN EVANS

POST 4: HILDA KURTZ

POST 5: VIOLET DAWE

APPROVED MINUTES
TOWN OF NORTH HIGH SHOALS, GEORGIA
REGULAR COUNCIL MEETING*
June 15, 2020

Council Present: Toby Bradberry, Ann Evans, Violet Dawe, Hilda Kurtz, Eric Carlson, Jason Presley

Call to Order

Greetings and Declaration of Quorum

- Mayor Bradberry called the meeting to order at approximately 7:32pm.

Agenda Setting

- Council Member Carlson made a motion to accept the agenda as presented. Council Member Dawe seconded the motion and it passed unanimously.

Presentation of Draft Minutes

- Council Member Dawe made a motion to accept the minutes from April 20, 2020 as presented. Council Member Kurtz seconded the motion and it passed with no objections. Council Member Carlson and Mayor Bradberry abstained.
- Council Member Evans made a motion to accept the minutes from the Special Council Meeting on May 18, 2020 as presented. Council Member Carlson seconded the motion and it passed unanimously.
- Council Member Evans made a motion to accept the minutes from the Regular Council Meeting on May 18, 2020 as presented. Council Member Presley seconded the motion and it passed unanimously.

Presentation of Financial Statement

- Council Member Evans made a motion to accept the April financial statement as presented. Council Member Presley seconded the motion and it passed with no objections.
- Council Member Evans made a motion to accept the May financial statement as presented. Council Member Dawe seconded the motion and it passed with no objections.

Citizen Comments on Non-agenda Items

- No comments

UNFINISHED BUSINESS

Item 1—SPLOST 2021-2027

Mayor Bradberry gave Council a summary of what happened at the SPLOST meeting held by the Oconee County Board of Commissioners (BOC) the first week of June. The BOC needs the Town's SPLOST categories and percentage breakdowns by June 30, 2020. Each representative at the meeting shared what their respective town was planning for the next round of SPLOST funding. Bishop, for example, is going to spend the money on roads and sidewalks. The BOC recommended making a budget on 80% of the expected revenue. Eighty percent of the expected amount for North High Shoals is approximately \$1,024,028. Discussion followed regarding how to divide the Town's portion of the SPLOST 2021-2027 Referendum.

*Due to COVID-19 restrictions the meeting was held virtually using GoToMeeting.

- Council Member Evans asked if traffic control should go under roads and sidewalks. Mayor Bradberry explained that roads and sidewalks dealt more with paving. Whereas traffic control would include radar signs, hiring enforcement personnel, and purchasing equipment. Council Member Dawe asked where the radar sign was that used to be on Rays Church Road and Mayor Bradberry replied that Lee Moody was going to repair it. Council Member Dawe advocated for keeping the categories separate.
- Mayor Bradberry reminded Council that money can be moved between categories later.
- Clerk Wilson asked if parking lot and solar panels should be combined into one category—Community Center Improvements? Council Members Dawe and Carlson supported the idea.
- Council Member Dawe voiced many potential problems with installing sidewalks in town including narrow streets and the requirements on Hwy 186. Establishing a greenway might be a way around installing a sidewalk on Hwy 186.
- Council Member Dawe suggested a large percentage be devoted to the Greenway Project as there could be federal guidelines like the Americans with Disabilities Act that would need to be followed. Additionally, the Town may have to purchase land. Council Member Kurtz also supported spending a significant portion on the Greenway Project citing it would raise the level the park. Without an obvious downtown, the park serves as the center of Town.
- The Council decided on the following categories and percentages:
 - Roads & sidewalks—30%
 - Park—20%
 - Traffic Control—10%
 - Community Center Improvements—15%
 - Greenway Development—20%
 - Oconee County Fire Department—5%

Item 2—Approval of the FY2021 Budget

Mayor Bradberry put a copy of the FY2021 budget on the TV screen for council members to view; discussion followed.

- Council Member Dawe recommended increasing the insurance line item from \$5,000 to \$5,200 since it is a fixed cost. As there will be no election in the next FY, \$200 was moved out of the election line. She also asked if we had two water meters since a line for water appears twice in the budget. Clerk Wilson replied yes.
- Council Member Evans asked if the Georgia Power estimate was going to be the same as this year or more. Mayor Bradberry stated it might be a bit more depending on the weather and how often the building will be used, but it should be close. She also noted that the water bill for the park seemed high and asked if there might be a leak. Clerk Wilson replied there was a leak in the irrigation system.
- Council Member Kurtz asked what was planned for the street maintenance line in the next FY. Mayor Bradberry replied paving projects for Hickory Lake and Hickory Ridge.

Clerk Wilson asked Council to look at the Revenue side of the budget to note that there are many more categories than previously used. She explained that through her training with the Georgia Municipal Association (GMA), she learned revenue categories needed to be broken down further than what the Town used in FY20.

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- Council Member Carlson spoke to GMA about additional revenue opportunities for the Town and GMA indicated there might be fiber lines running through town. Council Member Dawe asked if the Town was getting any revenue from the cell tower. Clerk Wilson will investigate both situations.
- Council Member Carlson also inquired about the increase in the expected revenue from the Georgia Insurance Commission. Clerk Wilson explained that number was increased to offset the decrease in the anticipated revenue from property taxes and franchise fees.

Council Member Carlson made a motion to accept the proposed budget with the recommend change to the insurance and election line items. Council Member Dawe seconded the motion and it passed with no objections.

Item 3—Switching to a New Bank

Council Member Carlson spoke to GMA about increasing revenue and GMA indicated that the Town was limited as far as investment options to ones that were liquid and risk free. There is a state investment pool that the Town can invest in. Otherwise, it is working with local banks to see who can offer the best rate on a money market account.

Clerk Wilson reported that Oconee State Bank, where the Town banks currently, has the best rates overall. The best rate for the money market account is Robins Financial Credit Union and Oconee State Bank has the best rate for checking accounts.

Council Member Evans asked what was the problem we were having with Oconee State Bank and Mayor Bradberry answered that because we had not made a deposit or withdrawal from the money market account in a year, the bank stopped paying interest on the account. This action was taken without giving notice to the Town. Mayor Bradberry recommended setting up a regular deposit schedule to avoid this problem in the future. Discussion followed about a minimum balance to leaving the checking account and how often to move excess money into the money market.

Council Member Dawe made a motion to draw down the Town's main checking account to \$150,000 and move the money into the money market Account monthly. Council Member Carlson seconded the motion and it passed with no objections.

Item 4—Oconee County Hazard Mitigation Resolution

Mayor Bradberry summarized the Oconee County Hazard Mitigation Resolution for Council, essentially stating Oconee County wanted an agreement allowing them to control disaster situations. Council Member Evans made a motion to accept the Oconee County Hazard Mitigation Resolution plan 2018-2023 as presented. Council Member Presley seconded the motion and it passed unanimously.

Item 5—Election Intergovernmental Agreement with Oconee County Resolution

Mayor Bradberry summarized the Election Intergovernmental Agreement with Oconee County Resolution. Council Member Kurtz made a motion to accept the resolution as presented. Council Member Evans seconded the motion and it passed with no objections.

Item 6—Park Drainage Proposals

Clerk Wilson shared the recommendations for W&A Engineering and Georgia Civil with Council. Discussion followed

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about which company to pick for the park project. Council Member Evans asked if there was a penalty for a delay. Mayor Bradberry stated that could be written into the contracts to make sure the work was delivered on time.

Council Member Dawe asked about the topographical relief survey in the Georgia Civil proposals and Clerk Wilson replied that proposals were received before she had the information from Council Member Evans regarding the previous survey. The information will be forwarded onto the winning company. Council Member Kurtz made a motion to accept the proposals from Georgia Civil. Council Member Evans seconded the motion and it passed unanimously.

Item 7—Park Upgrades

Mayor Bradberry asked Council to spend some money on the park since the gravel was washing out of the parking lot into the park. He also presented bumpers to go around the playground equipment to prevent the woodchips or mulch from washing out into the rest of the park. Council Member Evans reminded everyone about ordering a bike rack that holds approximately 6 bikes.

Mayor Bradberry asked Council Member Evans to speak to Bentley Mills about getting a load of dirt for the baseball field and dragging the field with it as a temporary measure to help the field until the engineering studies came back. If he is not interested, Mayor Bradberry recommended reaching out to Oconee County.

Council Member Dawe asked Mayor Bradberry to investigate methods to prevent the porous concrete from deteriorating. Council Member Evans spoke to Oconee County about what type of signage they have related to COVID-19. Essentially the parks have play at your own risk signs stating the County cannot keep the equipment sanitized. Mayor Bradberry informed Council that the Town had applied for COVID-19 grant funding to help pay for related expenses.

Mayor Bradberry informed Council of the new signs around the ballfield fence stating that the neighboring property owner will prosecute trespassers and to see the Town Hall for lost items.

NEW BUSINESS

Item 8—Driveway permit for Gober Road

Mayor Bradberry provided an update on the driveway permit situation on Gober Road as related to some property sold by former Mayor Jeff Thomas. There was a driveway on the property line that needed to be moved as part of the sale. Mayor Bradberry gave permission to Thomas to move the driveway before talking to Morgan Wheeler (Building Inspector). Wheeler has since looked at the driveway and has approved it with only a couple of alternations. Mayor Bradberry waived the fee for the permit in recognition of the former mayor's service to the town. Thomas still needs to return the permit paperwork.

Item 9—Building permit for 1020 Ridgfield Drive—Enclosing existing garage & building a new detached garage

Mayor Bradberry summarized the building permits for Council and passed the application around for Council Members to look at it. The property owners will be extending the current driveway to meet the new garage. This action does not require a permit because it does not impact the right of way. Morgan will make sure the pitch/slope of the driveway extension in correct. Council Member Carlson made a motion to accept the building permits to

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enclosing the existing garage and to build a new garage. Council Member Dawe seconded the motion and it passed with Council Member Kurtz abstaining.

Item 10—Building permit 205 Hillsboro—Detached garage and driveway permit

Mayor Bradberry summarized the building permits for Council. He passed the application around and held it up to the camera so all Council Members could see the placement of the garage and new driveway off Plantation Road. Clerk Wilson made Council aware that Morgan's biggest issue with the application was location of the new structure as not to impact the house's septic system. Because of this, the structure and driveway are located off Plantation Road at the rear of the property. Council Member Evans made a motion to accept the permits as presented. Council Member Dawe seconded the motion and it passed with Council Member Carlson abstaining.

MAYOR'S UPDATE

- Mayor Bradberry asked Council to think of large-scale projects to discuss at the July meeting.
- Our current audit firm charges the Town \$700 to perform "As Agreed Upon Procedures." The firm Clerk Wilson reached out to in Madison, will charge the Town \$3,500 for the same service. Discussion followed about when and how to choose a new audit company. Clerk Wilson and Mayor Bradberry will prepare an RFP to find a new company.
- Council Member Evans briefed Council on a web seminar she attended with Clerk Wilson that focused on COVID-19 as related to government structures and staff. The biggest take away for Council Member Evans was the possibility of the Town's liability should someone contract COVID-19 at an event that the Town charged for. Mayor Bradberry will discuss the Town's potential liability with our attorney.
- It was decided to paint the picture hanging system the same color as the walls instead of white.

Council Member Kurtz made a motion to adjourn the meeting. Council Member Carlson seconded the motion and it passed without objection. The meeting ended at approximately 9:45pm.

Respectfully Submitted,

Laura Wilson
Clerk, North High Shoals