City of Flowery Branch
City Council Meeting
November 5, 2020, 6:00 pm.
City of Flowery Branch City Hall
5410 Pine Street, Flowery Branch, GA 30542

CALL WORK SESSION TO ORDER:

Mayor Miller called the meeting to order at 6:01 pm.

Present: Mayor Mike Miller and Council Members Chris Mundy, Ed Asbridge, Joe Anglin, Leslie Jarchow and Amy Farah.

Also present were Bill Andrew, City Manager, Vickie Short, City Clerk, Ron Bennett, City Attorney, City Planner Rich Atkinson, Finance Director Alisha Gamble and David Spillers, Police Chief.

PLEDGE OF ALLEGIANCE:

Mayor Miller led the Pledge of Allegiance.

UNFINISHED WORK SESSION:

Discussion of New Operations Development Charge

Mr. Bobby Sills, Nelsnick Enterprises, LLC, again presented detailed information regarding the New Operations Development Charges as requested by Council at the October 15, 2020 meeting.

Recommendations

Nelsnick recommends rounding down the ODC to the nearest $100 dollars. This will ensure that any operating efficiencies of the new plant would be accounted for in future calculations of the ODC. The ODC should be recalculated every 5-years to be sure developers are paying a fair share of projected fixed operational costs.

The following would result in a $6.67 reduction in the monthly base charge. Larger meter customers would see a reduction based on the capacity ratio of the larger meter to the ¾" meter. The resulting projected revenues over the 10-year period is provided in the following table.

Table 2
ODC Calculation

Recommended ODC per EDU	FY22 - FY31 Base Charge Reduction (new subdivisions only)	Total Revenues Expected
$800.00	$6.67	$3,463,203
Recommended ODC per EDU	**FY22 - FY31 Base Charge Reduction (new subdivisions only)**	**Total Revenues Expected**
$500.00	$4.17	$3,333,333

Mr. Anglin asked Mr. Sills if there would be any scenarios where the city might lose money. Mr. Sills responded no. There were further questions about the 10-year time frame and the standard of the rate changes. This was followed by a detailed conversation.

Mr. Asbridge about the developer costs and how it should be calculated and the timing of payments along with the normal sewer development charges.

Ms. Farah expressed concerns regarding the administrative issues when tracking the accounts.

Mr. Mundy questioned the timing of the receipt of the funds versus when the development is actually completed.

There was a further, detailed conversation about the collection and disbursement of these funds.

Consider Insurance Policies for 12/01/2020 - 11/30/2021

Ms. Gamble presented the Insurance Policy Update.

Highlights included:

Budget Analysis with Additional Life Insurance:

FY2021 APPROVED ANNUAL BUDGET:		**$ 519,316.84**
Proposed Increased Costs:		
	Alliant Health	$465,485
	Life& AD&D	$ 2,735.88
	Dental	$ 27,622.44
	Vision	$ 1,331.76
	SUBTOTAL:	**$497,175**
Add: Additional Life Insurance		
	3 Times Salary:	$ 14,611.92
APPROVED BUDGET REMAINING:		**$ 7,529.44**

Requesting additional Life insurance to enhance our benefits package for current employees and future recruitment.

FY2021 Health Insurance Budget = $519,316.84
Contract with Alliant Plans #8004400 = $465,485
Life/AD&D, Dental and Vision = $31,690.08
Humana Policy
Additional Life Insurance (3 Times Salary) = $14,611.92
Additional Life Insurance (2 Times Salary) = $10,253.34
Additional Life Insurance ($75,000) = $13,176

Mr. Asbridge asked if the Council could vote on the original insurance policy vs. the policy with possible increases in life insurance. Ms. Gamble stated that it could be voted on that way. Mr. Anglin agreed with Mr. Asbridge.

Sewer Capacity Request - Capstone Acquisition, LLC

Mr. Andrew gave a history of the Capstone Acquisition's prior requests. This item was originally heard at the February 20, 2020 Council Meeting and the applicant was asked to file an application to annex into the City to receive sewer service. Annexation was denied on September 17, 2020. Annexation was also denied on May 2, 2019. September 21, 2019 - Capstone requested sewer from the City but the volume of sewer was beyond the authority of the City Manager, who may only approve up to 5,000 gallons per day and so the Council would need to act.

This development will consist of the following phases:

Phase I – Beginning on or around July 2021: 22,437.50 gallons per day serving the first phase of the proposed multi-family and commercial developments;
Phase II – Beginning on or around December 2021: 22,437.50 gallons per day serving the second phase of the proposed multi-family and commercial developments (or 44,875 gallons per day in total as of December 2021); and
Phase III – Beginning on or around March 2022: 15,750 gallons per day serving the proposed senior facility development (or 60,625 gallons per day in total as of March 2022).

Service Delivery Strategy

The current 2017 Service Delivery Strategy states the following regarding the ability of one government to partner with another to provide sewer service in the Flowery Branch Sewer Service District:

"...[S]ignators of this document may wish to 'partner' to provide service within specific geographic areas of any District. Said partnership may be between the County and one or more of the municipalities or simply between one or more of the municipalities. These partnerships may be affected by a **mutual, simple, written agreement** between the governmental entity assigned the district in which the 'specific geographic area' lies and the other governmental entities wishing to 'partner.'"

Staff is recommending only providing sewer to the Senior Housing parcels and not those outside of the city limits.

There was a detailed discussion about requesting an engineering letter from Capstone Acquisition, LLC.

NEW BUSINESS -WORK SESSION:

Consider Resolution 20-025 - 1st Quarter Amendment to the Budget for FY2021 as Previously Adopted on June 25, 2020.

Ms. Gamble presented the details of the 1st Quarter Amendment to the FY2021 Budget.

The breakdown is as follows:

First Amendment – General Fund
- Transfer from SPLOST for project expenses for $78
  - Pump Station Project purchases

Second Amendment – Water Sewer Operating Fund
- Increase Portable Meters Revenue to actual collected for the quarter $223
- Increase Meter Purchases $40,000 to match revenue account budget
  - This adjustment is to establish actual activity for the first quarter.
- Transfer to and from the water sewer capital fund to re-establish roll forward of on-going project balances ($50,038 decrease in W&S Operating and $50,038 increase in W&S Capital Fund).

Request approval of Resolution 20-026: Relocate Sewer at Hog Mountain Road and Spout Springs Road

Ms. Gamble explained that the Georgia Department of Transportation (GDOT) is requiring the City to relocate sewer at Hog Mountain Road and Spout Springs Road as soon as possible as it may delay the widening project of Spout Springs Road.

The City received two quotes for this project Bowen Utilities Incorporated $34,880.00 and Duncan Pipeline Inc $35,039.82. The City prefers to use Duncan for two reasons:
The quote difference is minimal ($152.82) and Duncan has a good working history with the City of Flowery Branch.

Sanitary Sewer Cleaning and Relining Bid Award for Bid Number CPL2020-002

Mr. Andrew explained that the city had originally acquired two quotes for 498 LF of relining which came out to a best price of $236.95 per linear foot or $118,001 total with the project exceeding $100,000, for which a formal, public bid is required.

CPL was tasked with creating a bid package and as they examined the needs of the City, the project was expanded from 498 LF to 1,353 LF, as well as rehabilitation of 13 existing sanitary sewer manholes in accordance with provided construction documents.

With the new project having an increase of 272% in length, and the addition of several manholes, we were concerned the project could be in the range of $320,000. The bid of $131,855.29 is arguably a savings of over $150,000. The fact that three of the bids were only separated by $15,526 or 11.7% is a good sign that this is a solid bid. The cost for hiring CPL to conduct this bid and manage this project is $7,595. The cost to prepare the TV Report was $3,782.85.

DEPARTMENT REPORTS:

City Manager Report: Mr. Andrew requested the Mayor and Council to consider an expedited schedule for a commercial/business re-zoning (0 Falcon Parkway), from Agriculture to Light Industrial. He gave a brief overview of the re-zoning. The general consensus was to allow the expedited schedule for the potential development.

Finance Report: Ms. Gamble presented an update of Quarter 1 of FY2021.

ADJOURNMENT WORK SESSION:

Mayor Miller adjourned the work session at 7:22 pm.

VOTING SESSION AGENDA

CALL VOTING SESSION TO ORDER:

Mayor Miller called the voting session to order at 7:22 pm.

PUBLIC COMMENTS:

Lauren Crump, 6287 Shoreview Circle, Flowery Branch, GA 30542

Ms. Crump requested assistance with a high water/sewer bill at her residence. This $1,200.00 bill is beyond her ability to pay. She explained that all steps have been completed for the issue and two plumbers have found no leak at her residence. Mr. Andrew gave a detailed history of Ms. Crump's account. This included Mr. Andrew and Mr. Bill Whidden, Public Works Director, personally taking Ms. Crump's meter for accuracy testing with the City of Gainesville. The meter tested 100% accurate. She is coming before Mayor and Council because she has already received a one-time adjustment on her account. An additional credit goes beyond the ordinance requirements that have been set forth for adjustments. Mayor and Council were in agreement to allow Ms. Crump's bill to be adjusted to a normal average bill of approximately $60.00.

CONSENT AGENDA:

Consider October 1, 2020 Meeting Minutes
Consider October 15, 2020 Meeting Minutes

There was a motion made to approve the Consent Agenda.

MOTION: Leslie Jarchow
SECOND: Ed Asbridge
AYES: Joe Anglin, Amy Farah, Ed Asbridge, Leslie Jarchow, Chris Mundy
NAYS: None
Motion carried

UNFINISHED BUSINESS - VOTING SESSION:

Consider Insurance Policies for 12/01/2020 - 11/30/2021

There was a motion made to approve the change to Alliant Plan #8004400 and keep Life/AD&D, Dental and Vision with Humana, with the condition of further review of additional life insurance coverage for all employees at a later date.

MOTION: Amy Farah
SECOND: Chris Mundy
AYES: Joe Anglin, Amy Farah, Ed Asbridge, Leslie Jarchow, Chris Mundy
NAYS: None
Motion carried

Sewer Capacity Request - Capstone Acquisition, LLC

There was a motion made to postpone until the applicant provides the City additional information on the project.

MOTION: Leslie Jarchow
SECOND: Amy Farah
AYES: Joe Anglin, Amy Farah, Ed Asbridge, Leslie Jarchow, Chris Mundy
NAYS: None
Motion carried

The was a very detailed conversation regarding the Sewer Capacity request and our application process.

There was a motion made to withdraw the original motion to postpone until the applicant provides the City of Flowery Branch additional information on the project.

MOTION: Leslie Jarchow
SECOND: Amy Farah
AYES: Joe Anglin, Amy Farah, Ed Asbridge, Leslie Jarchow, Chris Mundy
NAYS: None
Motion carried

There was a motion to postpone the sewer request for parcels (15046 00071, 15046 000009B, 15047 000151) inside the city limits to provide an engineering letter close to the commencement of the project.

MOTION: Amy Farah
SECOND: Joe Anglin
AYES: Joe Anglin, Amy Farah, Ed Asbridge, Leslie Jarchow, Chris Mundy
NAYS: None
Motion carried

There was a motion made to deny the sewer capacity request for parcels (15046 000065, 15046 000070, 15046 000010, 15046 000125, 15046 000131), located outside of the City Limits.

MOTION: Amy Farah
SECOND: Joe Anglin
AYES: Joe Anglin, Amy Farah, Ed Asbridge, Leslie Jarchow, Chris Mundy
NAYS: None
Motion carried

NEW BUSINESS - VOTING SESSION:

Consider Resolution 20-025 - 1st Quarter Amendment to the Budget for FY2021 as Previously Adopted on June 25, 2020.

Mr. Bennett read the caption to Resolution 20-025.

There was a motion made to approve Resolution 20-025 for 1st Quarter Amendment to the Budget for FY2021 as Previously Adopted on June 25, 2020.

MOTION: Chris Mundy
SECOND: Ed Asbridge
AYES: Joe Anglin, Amy Farah, Ed Asbridge, Leslie Jarchow, Chris Mundy
NAYS: None
Motion carried

Request approval of Resolution 20-026: Relocate Sewer at Hog Mountain Road and Spout Springs Road

Mr. Bennett read the caption of Resolution 20-026.

There was a motion made to approve Resolution 20-026, Relocate Sewer at Hog Mountain and Spout Springs Road, for a total of $38,544 which will be funded from the Water Sewer Capital Projects Fund.

MOTION: Ed Asbridge
SECOND: Chris Mundy
AYES: Joe Anglin, Amy Farah, Ed Asbridge, Leslie Jarchow, Chris Mundy
NAYS: None
Motion carried

Sanitary Sewer Cleaning and Relining Bid Award for Bid Number CPL2020-002

There was a motion made to approve awarding the bid to IPR Southeast, LLC and authorize the Mayor to sign the contract and funding to be out of the Water & Sewer Capital Fund.

MOTION: Joe Anglin
SECOND: Amy Farah
AYES: Joe Anglin, Amy Farah, Ed Asbridge, Leslie Jarchow, Chris Mundy
NAYS: None
Motion carried

EXECUTIVE SESSION:

There was a motion made to enter executive session for the purpose of acquisition of Real Estate and Pending and/or Potential Litigation at 8:11 pm.

MOTION: Leslie Jarchow
SECOND: Joe Anglin
AYES: Joe Anglin, Amy Farah, Ed Asbridge, Leslie Jarchow, Chris Mundy
NAYS: None
Motion carried

There was a motion made to reconvene open session at 8:32 pm.

MOTION: Amy Farah
SECOND: Leslie Jarchow
AYES: Joe Anglin, Amy Farah, Ed Asbridge, Leslie Jarchow, Chris Mundy
NAYS: None
Motion carried

There was a motion made to approve the authorization of the Mayor's signature on the license agreement with Paul White Ministries, LLC for 5318 Railroad Avenue.

MOTION: Leslie Jarchow
SECOND: Chris Mundy
AYES: Joe Anglin, Amy Farah, Ed Asbridge, Leslie Jarchow, Chris Mundy
NAYS: None
Motion carried

ADJOURNMENT:

There was a motion made to adjourn at 8:33 pm.

MOTION: Leslie Jarchow
SECOND: Amy Farah
AYES: Joe Anglin, Amy Farah, Ed Asbridge, Leslie Jarchow, Chris Mundy
NAYS: None
Motion carried

Mayor – Mike Miller | Date | City Clerk – Vickie Short