

**MINUTES OF THE
REGULAR COUNCIL MEETING
CITY OF AUSTELL
CITY HALL BUILDING
MONDAY, MARCH 2, 2020**

Present:

Mayor Ollie Clemons
Valerie Anderson
Sandra Leverette
Melanie Elder
Devon Myrick
Marlin Lamar
Randy Green

Also present were: Scott Kimbrough, City Attorney; Rachel Yarbrough, Assistant Finance Director; Bo Garrison, Public Works Director; Jim Graham, Community Development Director; Brandon Merritt, Fire Chief; Bob Starrett, Police Chief; and Elizabeth Young, City Clerk

1. CALL TO ORDER

Mayor Clemons called the meeting to order and Pastor Billy Hooper gave the Invocation and Mayor Clemons led the Pledge of Allegiance. Mayor Clemons asked if anyone needed to add items to the agenda. None was added.

2. CONSENT AGENDA – INFORMATION AND UPDATE

(No Action Required by Council – See Specific Department Director before a Meeting.)

3. CONSENT AGENDA

- A. Approve Bills
- B. Approve Legal Bills \$1,612.50
- C. Approve Minutes of Regular Council Meeting February 3, 2020

Mrs. Anderson moved to follow the recommendation of Mayor Clemons to approve the Consent Agenda. Seconded by Mrs. Leverette. Motion passed (6-0).

4. EXCEPTION TO CONSENT AGENDA

5. CITIZENS REPORT

6. GAS SYSTEM REPRESENTATIVE

OLLIE CLEMONS, MAYOR

7. FINANCE DEPARTMENT

VALERIE ANDERSON, CHAIRPERSON

Denise Soesbee, Finance Director

A. Financial Report

8. GENERAL ADMINISTRATION

MELANIE ELDER, CHAIRPERSON

Elizabeth Young, Director

A. Local Government Record Retention Schedule

The state of Georgia has a Local Government Record Retention Schedule that provides retention periods for records created. The schedule lists records commonly found in local governmental offices & gives an assessment of their value by indicating when and if those records should be destroyed.

The City of Austell would like to adopt the Local Government Record Retention Schedule to be used city wide.

Ms. Elder moved to follow the recommendation of Mayor Clemons to adopt the Local Government Record Retention Schedule. Seconded by Mrs. Leverette. Motion passed. (6-0)

B. Compensation & Classification Proposal

The City needs to re-organize and standardize its current job descriptions and classifications into a system that is more useful and efficient. We reached out to three companies to submit a proposal for these services. Below are the results:

Condrey & Associates – \$27,500.00

Management Advisory Group International – \$24,500.00

The Archer Company - \$17,400.00

After contacting references and speaking with representatives of each group we would like to recommend The Archer Company for no more than \$17,400.00 to be paid from 100-1330-52-1200.

It is the recommendation of the General Administration Committee to award The Archer Company the proposal to conduct the City's compensation and classification study.

Ms. Elder moved to follow the recommendation of Mayor Clemons to approve the compensation & classification proposal. Seconded by Mrs. Leverette. Motion passed. (6-0)

9. POLICE DEPARTMENT

RANDY GREEN, CHAIRPERSON
Bob Starrett, Police Chief

A. Police Report

10. FIRE DEPARTMENT

MARLIN LAMAR, CHAIRPERSON
Brandon Merritt, Fire Chief

A. Fire Report

11. PUBLIC WORKS DEPARTMENT

SANDRA LEVERETTE, CHAIRPERSON
Bo Garrison, Director

A. No Report

12. PARKS DEPARTMENT

DEVON MYRICK, CHAIRPERSON
Jim Graham, Director

A. No Report

13. COMMUNITY AFFAIRS

VALERIE ANDERSON, CHAIRPERSON
Jim Graham, Director

A. Code Enforcement Report

B. Privilege License

It is the recommendation of the Community Affairs Department to approve the privilege license for the new owner, Tibebu Worku Amenie, of Chevron Food Mart located at 2920 Veterans Memorial Hwy, Austell, Ga. 30168. There was no criminal history reported on his background check.

Mrs. Anderson moved to follow the recommendation of Mayor Clemons to approve the Privilege License. Seconded by Mrs. Leverette. Motion passed.

(6-0)

C. PY 2020 Subrecipient Agreement

It is the recommendation of the Community Affairs Department that Mayor and Council approve the acceptance of the PY2020 CDBG Cobb County Subrecipient Agreement.

The 2020 CDBG funds in the amount of \$28,504.00 will be used for Veterans Memorial Park.

Mrs. Anderson moved to follow the recommendation of Mayor Clemons to approve the 2020 CDBG Cobb County Recipient Agreement. Seconded by Mrs. Leverette.

Motion passed.

(6-0)

D. Alcohol Event Permit

The Community Affairs Department recommends the approval of beer consumption, sold by a licensed vendor, within the boundaries of Spring Street and Love Street. The special event permit will be held by Isabella's Pizza and wings on March 21, 2020.

The beer may only be purchased and consumed on the property mentioned above and must be in a plastic or paper cup.

Mrs. Anderson moved to follow the recommendation of Mayor Clemons to approve the Alcohol Event Permit. Seconded by Mrs. Leverette. Motion passed.

(6-0)

E. Annexation

The Department of Community Affairs has received a request from Habitat for Humanity to annex two properties located at 6028 Bowden St. in LL 139, parcel 18013900220 of the 18th district and Bowden St. in LL 139, parcel 18013900020 of the 18th district 2nd Section of Cobb County.

The proposed use of the property will be for single family residential homes with setbacks as follows:

- Minimum lot width at front setback line: 75 feet; cul-de-sac or interior lot, 50 feet.
- Minimum public road frontage: 75 feet; cul-de-sac, 35 feet; 35 feet minimum public road frontage if interior to development.
- Minimum width between dwellings: 15 feet
- Minimum home square footage: 1,400 sq. ft.

The Planning and Zoning Board voted (5-0) in favor of the proposed annexation.

It is the recommendation of the Community Affairs Department to approve the request.

Mrs. Anderson moved to follow the recommendation of Mayor Clemons to approve the annexation at 6028 Bowden Street. Seconded by Mrs. Leverette. Motion passed. (6-0)

14. ATTORNEY, DUPREE & KIMBROUGH

A. No Report

15. MAYOR'S REPORT

A. No Report

16. ADJOURN

Mrs. Anderson moved to follow the recommendation of Mayor Clemons to adjourn the meeting. Seconded by Mr. Myrick. Motion passed. (6-0)

Ollie B. Clemons, Jr.
Mayor

Elizabeth Young
Attest

May 5, 2020
Date