

City of Hogansville City Council

Regular Meeting Agendas

Monday, November 20 – 7:00 pm

Meeting will be held at Hogansville City Hall, 111 High Street, Hogansville, GA 30230

Mayor: Jake Ayers	2025	City Manager: Lisa E. Kelly
Council Post 1: Michael Taylor, Jr	2025	Assistant City Manager: Niles Ford
Council Post 2: Matthew Morgan	2025	City Attorney: <i>Alex Dixon</i>
Council Post 3: <i>Mandy Neese*</i>	2023	Chief of Police: Jeffrey Sheppard
Council Post 4: Mark Ayers	2023	City Clerk: <i>LeAnn Lehigh</i>
Council Post 5: <i>Toni Striblin</i>	2023	* Mayor Pro-Tem

Regular Meeting - 7:00 pm

- 1. Call to Order Mayor Jake Ayers
- 2. Invocation & Pledge

Consent Agenda

All items listed under the Consent Agenda are considered to be routine in nature and will be approved by one blanket motion.

1. Approval of Agenda: Regular Meeting November 20, 2023

2. Approval of Minutes: Public Hearings & Regular Meeting November 6, 2023

3. Approval of Minutes: Work Session Meeting November 6, 2023

Presentations

- 1. Michelle Hollis State Instructor and District 3 Assistant of the Year
- 2. Introduction of New Hogansville Police Department Officers

New Business

- 1. Construction Management Bid Award Annex Building
- 2. Construction Management Bid Award Pressure Washing Sidewalks Highway 54 & 29
- 3. Hogansville Police Department Flooring System Repairs

City Manager's Report

Chief of Police Report

Council Member Reports

- 1. Council Member Taylor
- 2. Council Member Morgan
- 3. Council Member Neese
- 4. Council Member Ayers
- 5. Council Member Striblin

Mayor's Report

Adjourn

Upcoming Dates & Events

- November 24 & 25, 2023 | City Offices Closed for Thanksgiving Holiday
- November 28, 2023 6:30 pm | Meeting of the Downtown Development Authority at Hogansville City Hall
- December 2, 2023 3:00 pm 8:00 pm | Lighting Up the Holidays Winter Market and Christmas Parade
- December 16, 2023 8:00 am | Waffles with Santa at Hogansville City Hall
- December 16, 2023 5:00 pm | Alive After Five in Downtown Hogansville
- December 19, 2023 6:30 pm | Meeting of the Historic Preservation Commission at Hogansville City Hall
- December 21, 2023 6:00 pm | Meeting of the Hogansville Planning & Zoning Commission at Hogansville City Hall
- December 25 & 26, 2023 | City Offices Closed for Christmas Holiday



11/06/2023

Meeting held at Hogansville City Hall, 111 High Street, Hogansville GA 30230

Public Hearing -Sign Variance Request - Sunset on Main

Mayor Jake Ayers called the Public Hearing to order at 7:02pm to hear citizen comments on the Sign-Variance Request for Sunset on Main. There were no citizen comments, and the Public Hearing was adjourned at 7:03pm.

Public Hearing - Variance Request - Brooks Road Manufactured Home

Mayor Jake Ayers called the Public Hearing to order at 7:03pm to hear citizen comments on the Variance Request for Brooks Road Manufactured Home. There were no citizen comments, and the Public Hearing was adjourned at 7:03pm.

Regular Meeting

Call to Order: Mayor Jake Ayers called the Regular Meeting to order at 7:04 pm. Present were Council Member Michael Taylor, Jr., Council Member Matthew Morgan, Council Member Mandy Neese, Council Member Mark Ayers, and Council Member Toni Striblin. Also present were City Manager Lisa Kelly, Assistant City Manager Niles Ford, City Attorney Alex Dixon, Police Chief Jeff Sheppard, and City Clerk LeAnn Lehigh.

Council Member Morgan gave an invocation and Mayor Ayers led the Pledge of Allegiance.

CONSENT AGENDA

Motion: Council Member Neese moved to amend the agenda to remove item number 1 under Presentations – Michelle Hollis – State Instructor and District 3 Assistant of the Year until the next meeting. Council Member Ayers seconded the motion.

Motion Carries 5-0

Motion: Council Member Neese moved to approve the Consent Agenda with the amendment. The motion was seconded by Council Member Taylor.

Motion Carries 5-0

PRESENTATIONS

1. Proclamation – Retired Educators Day

City Manager Lisa Kelly explained that each year, November 5 is recognized as Retired Educators Day. The City recognizes and appreciate educators for all they do for our children.

2. Brandon Rettke – Hummingbird Festival

Brandon Rettke and Jessica Brown-Scott with the Hogansville Charitable Trust, wanted to thank the City staff for their help with the Hummingbird Festival. The money the festival brings in is given to the City. They wanted to thank Andy Jones and the Public Works crew, The Hogansville Police Department, Lillian Drake, who oversaw the licensing and permitting for the event, Ameia Williams, who helped get the stage for musicians at the festival, Council Member Neese, who helped sell shirts and ornaments. Council Members also thanked Brandon and Jessica for their hard work and great job at this year's festival.

3. Miss Troup County Teen – Katie Neufeld

Miss Troup County Teen, Katie Neufeld, addressed Council saying that she would like to promote and serve Troup County in her role of Miss Troup County Teen. She said that any events she can assist with, please contact her. She will be competing in the upcoming Miss GA Teen Pageant.

EXECUTIVE SESSION

Motion: Council Member Neese moved to go into Executive Session at 7:19pm under the Litigation Exemption. The motion was seconded by Council Member Ayers.

Motion Passes – 5-0

The Regular Meeting reconvened at 7:27pm.

OLD BUSINESS

1. 2nd Reading and Adoption – Ordinance – Text Amendment - UDO

Motion: A motion was made by Council Member Neese to approve Ordinance for the Text Amendment to the UDO, correcting the typos regarding Cottage Houses and Backyard Cottages. The motion was seconded by Council Member Ayers.

Discussion: None **Motion Passes – 5-0**

NEW BUSINESS

1. Sign Variance Request – Sunset on Main

Motion: A motion was made by Council Member Striblin to approve Sign Variance Request for Sunset on Main to place a business sign on their building. The motion was seconded by Council Member Neese.

Discussion: None **Motion Passes – 5-0**

2. Variance Request – Brooks Road Manufactured Home

Motion: A motion was made by Council Member Neese to deny the variance request, but to approve grandfathering in the old zoning for the manufactured home to be placed on Brooks Road. The motion was seconded by Council Member Taylor.

Discussion: None Motion Passes – 5-0

3. Ante Litem

Motion: A motion was made by Council Member Neese to deny the Ante Litem. The motion was seconded by Council Member Ayers

Discussion: None Motion Passes – 5-0

4. Royal Theater Change Orders 1-4

Motion: A motion was made by Council Member Neese to approve Change Orders 1-3, removing the spire, in a cost not-to-exceed \$62,000. The motion was seconded by Council Member Ayers.

Discussion: None **Motion Passes – 5-0**

5. Royal Theater Notice to Proceed – Phase 2

Motion: A motion was made by Council Member Neese to approve the Notice to Proceed with Phase 2 of the Royal Theater Renovations. The motion was seconded by Council Member Ayers.

Discussion: None **Motion Passes – 5-0**

ADJOURNMENT

On a motion made by Council Member Taylor and duly seconded, Mayor Ayers adjourned the meeting at 8:08 pm.

Respectfully,

LeAnn Lehigh City Clerk

November 6, 2023



Monday, November 6, 2023

Meeting held at Hogansville City Hall, 111 High Street, Hogansville GA 30230

Work Session Meeting

Call to Order: Mayor Jake Ayers called the Work Session to order at 5:39 pm. Present were Mayor Jake Ayers, Council Member Michael Taylor, Council Member Matthew Morgan, Council Member Mandy Neese, Council Member Mark Ayers, and Council Member Toni Striblin. Also present were City Manager Lisa Kelly, Assistant City Manager Niles Ford, City Attorney Alex Dixon, Police Chief Jeff Sheppard, and City Clerk LeAnn Lehigh.

DISCUSSION ITEMS

1. Royal Theater Change Orders Recommendations and Notice to Proceed on Phase 2

Principle Construction Contractors were present to answer questions for Council regarding change orders 1-3 for the Royal Theater Renovation Project. Since it has surpassed 90 days from the original contract, contractors went back to check pricing on materials. They explained metals have increased significantly. There was also a conflict with duct work and the sprinklers that had to be reworked. Another additional cost was the request to add a door from the concession area to the stairway for safety concerns. Contractors also discussed the price increase to add the spire. The local company that was planning to do it lost employees and is not able to do the spire. This will increase the cost to do the spire. Lisa Kelly recommended taking the spire out of the cost of the change orders, as the City can open the Theater without having the spire. They can add it once additional funding is found. There will be additional change orders brought to Council at a later time, but staff is asking Council to approve Change Orders 1-3 at tonight's Regular meeting and give notice to proceed on phase II. The City is still continuing to look for additional funding for the project.

2. Meriwether County Water && Sewerage Authority Proposal for Waste Water Services

City Manager Lisa Kelly explained she and Waste Water Superintendent Mark Hammond had two conversations with Meriwether County regarding wastewater services, under a non-binding agreement prepared by each entity's attorneys, in order to reach an agreement with waste water compliance within their system. MCWSA has been out of compliance, based on EPD standards, with regard to ammonia and phosphorus for several years. Due to the levels of non-compliance, Hogansville's waste water plant has higher than allowed levels requiring us to perform extra treatment prior to discharging. In an attempt to bring them into compliance, discussions have been held on placing a combination of certified operator and non-certified employee at their system for approximately 20 hours per week at a combined total monthly charge of \$2,625.87. The City could use current staff, as the hours would taper off over time once compliance is met. Other discussion would put the City in a enforcement position to work with the industries in the park for pre-treatment and compliance prior to waste water going into the Meriwether County system. Staff is looking for Council's thoughts on moving forward with discussions. There is also the issue of the lawsuit with Meriwether County Water & Sewerage. Last discussions on a settlement amount reflect the City offering an amount of \$\$115k + surcharges, with a counter by MCWSA of \$50k to include both. There is also the matter of surcharges that are approximately \$2,100 per month since April 2021 when the fourth amendment to the intergovernmental agreement was adopted. The city has not received any payments from the surcharges since its inception. Council agreed to move forward with discussion and work toward a solution, for both, compliance and settlement.

3. Variance Request – Brooks Home Manufactured Home

This item was added at the request of Council. A couple purchased property in 2022 and had planned to place a manufactured home on the property. At that time, the ordinance allowed manufactured homes in that zoning. However, no permit had been requested until August 2023. Since our UDO passed in June 2023, it changed the ordinance not allowing manufactured homes on that property. The Dunn's have already purchased the home and making payments on a home that is not allowed on their property. Planning & Zoning recommended denying the variance request grandfathering the previous zoning to allow placement of the manufactured home.

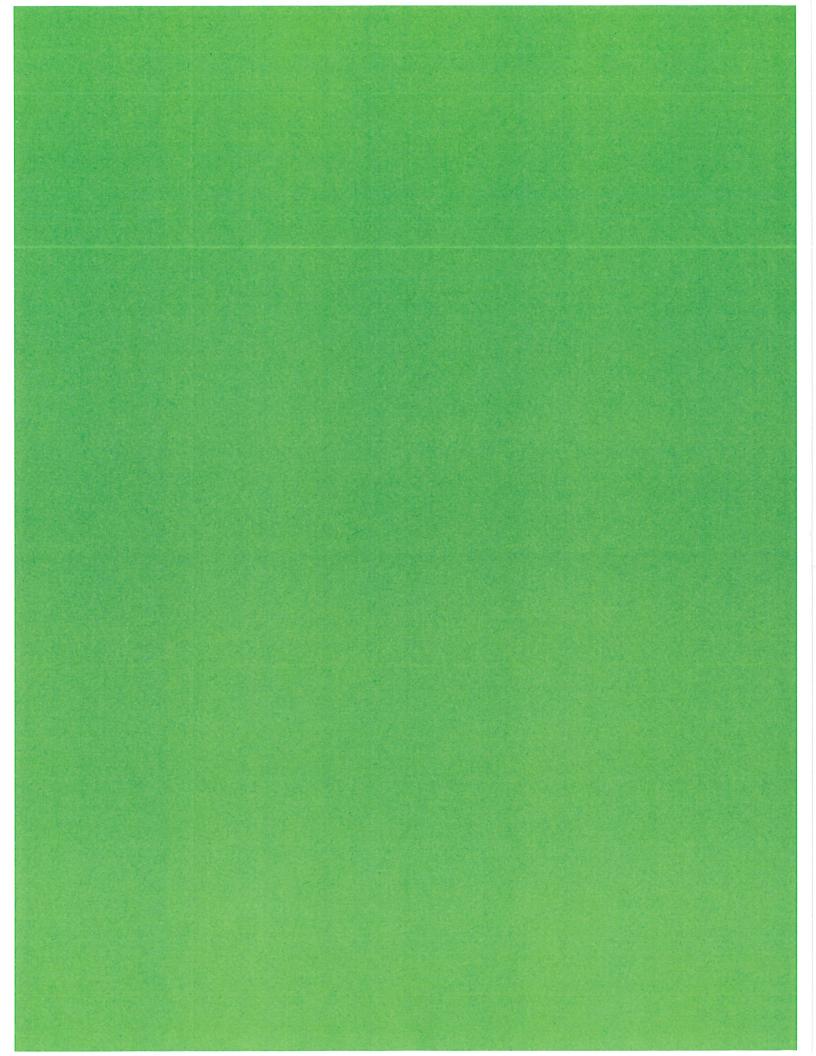
ADJOURNMENT

Mayor Jake Ayers adjourned the Work Session at 6:42 pm.

Respectfully,

LeAnn Lehigh City Clerk

		•
		,





10/16/2023

Ms. Lisa Kelly City Manager City Of Hogansville 111 High Street Hogansville, Georgia

Re: Proposal for Hogansville Annex Renovations (REVISED)

Dear Lisa:

We have prepared this revised proposal for renovating the Annex Building based on our onsite meeting held on October 13, 2023. Please see attached "Exhibit A" for the scope of work included in this proposal.

SubTotal of Direct Cost Base Bid \$95,601.00 5% Fee \$4,346.00 Total Cost Base Bid \$99,947.00

Let us know if you have any questions, thanks.

Yours truly, *PRINCIPLE CONSTRUCTION*

Joseph Alise Project Manager Mobile - 706-668-7302



EXHIBIT A – SCOPE OF WORK

<u>General</u>

- 1. Scope of work is based on drawings provided by Goodwyn, Mills, and Cawood, Inc. except as noted below.
- 2. No painting to be performed in room denoted as "Council Room" on drawing A1.01. Leave existing shelving and cabinet.
- 3. No painting to be performed in room denoted as "Conference Room" on drawing A1.01.
- 4. No window film (denoted as WF-1 on A1.01) included.
- 5. Dias is not included in this scope of work. We have included a 6" high wood framed platform for the owner supplied dias to be placed.
- 6. Walls to be painted one solid color without accent bands as shown on F6,F7/A1.01.
- 7. No exit door from Council Room/Court Room is in this scope.
- 8. Existing rest rooms walls are to remain as is.
- 9. Building permit cost is not included.

Exterior

- 1. Replace rotten soffit and wood.
- 2. Paint all exterior wood and gutters.
- 3. Clean and repair existing gutters. Paint gutters and downspouts.
- 4. Re-waterproof existing east wall.

<u>Interior</u>

- 1. Repair wallpaper where required, paint walls and trim.
- 2. Install opaque glass at existing wood slats between "Reception" and "Hall" as discussed onsite October 13.
- 3. Install opaque glass in lieu of plastic laminate as shown on detail D6/A1.01. at existing slats. Install wood doors as shown with no plastic laminate.
- 4. Install flooring per finish schedule on sheet A8.01.
- 5. Paint existing wall tile in rest rooms.
- 6. Replace existing water-stained acoustical ceiling tiles.
- 7. Replace existing toilet and sink fixtures with ADA compliant fixtures.



- 8. Electrical scope included:
 - a. Install power and data to new raised floor area for judge and council seating area.
 - b. Add power and data at power poles for entry desk.
 - c. Convert all existing lighting to LED.
 - d. Install exit and emergency lighting at exits, hallways, amd restrooms as required by code.
 - e. Add power and data in meeting room to the right of main entrance.

**	



Atlanta Office Furniture, Inc. Jason Craven - Vice President

Office: 770-734-9100 | Fax: 770-242-8246

ATLofficefurniture.com 6695 Jimmy Carter Boulevard, Norcross, Georgia 30071, Ste. F

AIS | Elite Dealer

From: Josh Wilkins < josh.wilkins@strikercontracting.com>

Sent: Thursday, July 14, 2022 10:36 AM To: jason.craven@atlofficefurniture.com Subject: Hogansville Court Room Curved Desk

Jason,

Here's the project, I'm working on. Take a look at the larger curved desk in the court room and let me know can provide something similar.

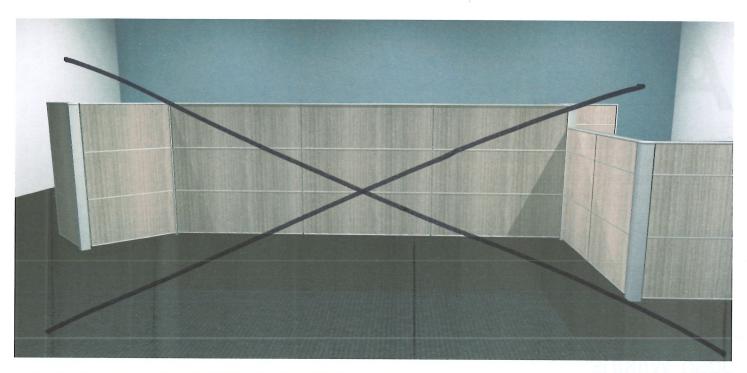
Thanks

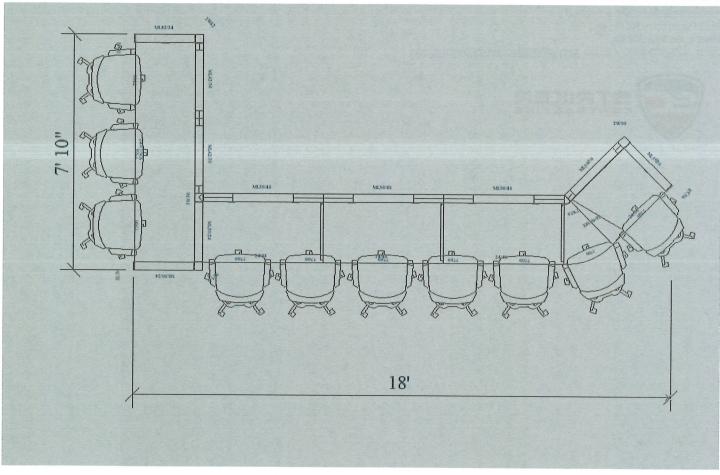
Josh Wilkins

President. Striker Contracting, LLC. 2859 Paces Ferry Rd. Suite 1750 Atlanta, Georgia 30339

Direct: 678-300-8930 • Email: josh.wilkins@strikercontracting.com







To: Lisa Kelly < lisa.kelly@cityofhogansville.org
Subject: FW: Hogansville Court Room Curved Desk

Hi Lisa,

I thought I sent this to you already. I'm sorry for the delay. See the quote below including the chairs. Lauren will send you the formal quote shortly. Let me know if you have any questions.

Thank you!

- 1 Matrix Workstations as per Design with Laminate Tile Panels and Electrical Components Included \$13,425
- 8 Global Vion Stools in Grade 2 Fabric or Vinyl *Leather available for an upcharge = \$595
- 3 Global Vion Task Chairs in Grade 2 Fabric *Leather available for an upcharge = \$628

Furniture Total - \$14,648

Delivery - \$195

Sales Tax – End User Exempt

Installation - \$925

Total - \$16,643





Atlanta Office Furniture, Inc.
Jason Craven – Vice President
Office: 770-734-9100 | Fax: 770-242-8246
ATLofficefurniture.com

6695 Jimmy Carter Boulevard, Norcross, Georgia 30071, Ste. F

AIS | Elite Dealer

From: Jason Craven < jason.craven@atlofficefurniture.com>

Sent: Wednesday, September 14, 2022 1:13 PM
To: 'Lisa Kelly' < lisa.kelly@cityofhogansville.org >
Subject: RE: Hogansville Court Room Curved Desk

Hi Lisa! Ah, sorry I didn't get back to you sooner. I will have this over to you this week.

Hi,

You know that term "as slow as government"? It's real! But we're excited to get this project kicked off again and hoping to begin construction within two weeks.

Look forward to hearing from you next week.

Thank you,

Lisa

Lisa E. Kelly, City Manager City of Hogansville 706-637-8629 ext. 101



From: Jason Craven < <u>jason.craven@atlofficefurniture.com</u>>

Sent: Friday, November 10, 2023 8:26 AM

To: Lisa Kelly < lisa.kelly@cityofhogansville.org >
Subject: Re: Hogansville Court Room Curved Desk

Hi Lisa! I was wondering about this project. I am out of town today but will pull up the design on Monday and convert the design to standard height desks and resend the design. Does that sound good? Thanks!

Get Outlook for iOS

From: Lisa Kelly < <u>lisa.kelly@cityofhogansville.org</u>>
Sent: Thursday, November 9, 2023 3:35:23 PM

To: Jason Craven < <u>iason.craven@atlofficefurniture.com</u> > **Subject:** RE: Hogansville Court Room Curved Desk

Good morning Jason,

It's been quite a while since we connected and hope you are doing well.

I've included our trail of emails below and wanted to see if we can get an updated quote for the City's Annex building. One small change, we have opted to build a raised floor instead of elevating the dais.

I look forward to hearing from you.

Thank you, Lisa Kelly

Lisa E. Kelly, City Manager City of Hogansville 706-637-8629 ext. 101



From: Jason Craven < jason.craven@atlofficefurniture.com>

Sent: Monday, September 19, 2022 9:46 AM



Thank you! Jason



Atlanta Office Furniture, Inc.

Jason Craven – Vice President

Office: 770-734-9100 | Fax: 770-242-8246

ATLofficefurniture.com
6695 Jimmy Carter Boulevard, Norcross, Georgia 30071, Ste. F

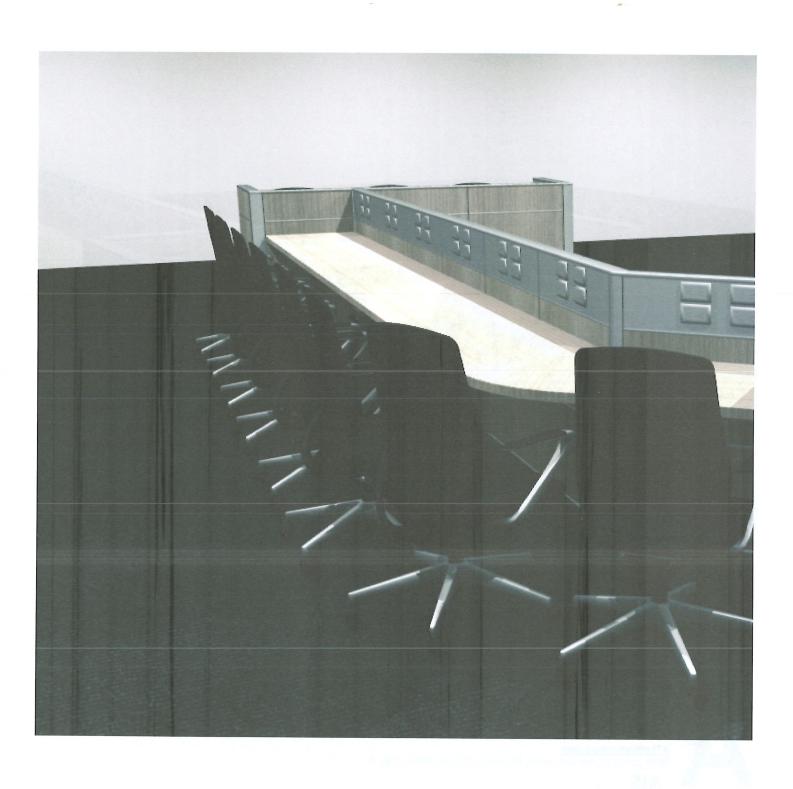
AIS ELITE DEALER

From: Lisa Kelly < lisa.kelly@cityofhogansville.org>

Sent: Friday, November 10, 2023 9:18 AM

To: Jason Craven < <u>jason.craven@atlofficefurniture.com</u>>

Subject: RE: Hogansville Court Room Curved Desk





Lisa Kelly

From:

Jason Craven < jason.craven@atlofficefurniture.com>

Sent:

Wednesday, November 15, 2023 3:37 PM

To:

Lisa Kelly

Subject:

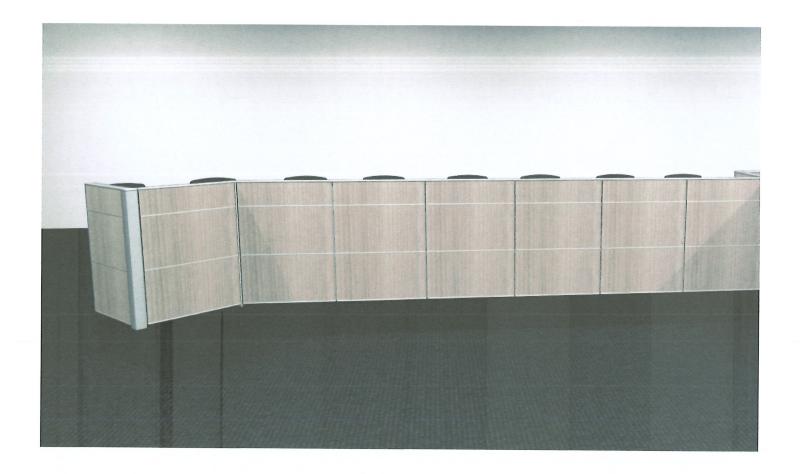
RE: Hogansville Court Room Curved Desk

Hi Lisa! See the updated quote and design. The price went up a little from last year but most of that is due to the chairs. I am quoting some better chairs but we can always send you some other options, just let me know. The quoted chairs are very popular and I think it would fit this project very well. Let me know if you have any questions. This product has about an 8 week lead time right now. Thank you!

 $1- \text{Matrix Workstations as per Design with Laminate Tile Panels and Electrical Components Included - $13,579 \\ 11- \text{AlS Auburn Chairs - }$565 = $6215 \\ \text{Furniture Total - }$19,794 \\ \text{Delivery - }$195 \\ \text{Sales Tax - End User Exempt Installation - }$1150 \\ \text{Total - }$21,139}$

Link to the seating:

https://www.ais-inc.com/files/Auburn_Product_Sheet_8-31.pdf





8/29/2023

Mrs. Lisa Kelly City Manager City Of Hogansville 111 High Street Hogansville, Georgia

Here are the quotes for pressure washing the intersection of HWY 29 & HWY 54 sidewalks.

Intersection of HWY 54 & HWY 29

•	Option A -	Sidewalk intersections	HWY 29 & 1	HWY 54 (500LF in 4	directions)
---	------------	------------------------	------------	----------	------------	-------------

Subtotal of Direct Cost

\$2,179.90

Fee

\$108.99

Total Price

\$2,288.89

• Option B - Sidewalk intersections HWY 29 & HWY 54 (1000LF in 4 directions)

Subtotal of Direct Cost

\$3,208.93

Fee

\$160.44

Total Price

\$3,369.37

Let us know if you have any questions, thanks.

Yours truly,

PRINCIPLE CONSTRUCTION

Joseph Alise Project Manager Principle Construction Mobile - 706-668-7302

City of Hogansville Approval:	Date:
-------------------------------	-------

	-
,	

CITY COUNCIL
Mayor Jake Ayers
Michael Taylor, Jr., Post 1
Mathew Morgan, Post 2
Mandy Neese, Post 3
Mark Ayers, Post 4
Toni Striblin, Post 5



City Manager - Lisa Kelly Assistant City manager – Niles Ford Alex Dixon, City Attorney

111 High St Hogansville GA 30230-1196 706-637-8629 | cityofhogansville.org

COUNCIL ACTION FORM

			1 1 0 1 1 1 0 11 1/1	
MEETING DATE:	November 20,	2023	SUBMITTED BY	Y: Lisa Kelly
AGENDA TITLE:	Repairs to floo	or system / structural	damage	//
CLASSIFICATION	(City Attorney	must approve all ord	linances, resolutions and con	atracts as to form)
Ordinance (No.)	Contract	Information Only	Public Hearing
Resolution (No.)	Ceremonial	X Discussion/Action	Other
BACKGROUND (In	cludes description	on, background, and jus	stification)	
structural engineer de condition that will fur	termined the brack ther deteriorate of	cing system in the base over time.	namber at City Hall out of prec ment is failing and beams are t ect costs and funding sources)	
responsive bid was re	ceived in the am	ount of \$18,500. Buildi	epairs. Bids were solicited for t ing officials were provided the for the PD in the last two fiscal	drawings and agree with
STAFF RECOMMENDATION (Include possible options for consideration)				
Staff recommends aw	rarding the bid to	o R-Fam Enterprises in	the amount of \$18,500.	

09/06/2023

Invoice

R-FAM Enterprises LLC P.O. Box 1409 Powder Springs, GA

Email: rosserd817@gmail.com

Phone: 678-953-8541 John or 972-333-2514 Dwayne

Invoice submitted to:

City of Hogansville 111 High St Hogansville, Ga 30230

Ref: Hogansville police dept

Job description:

- 1. (5) 6X6 BEAMS
- 2. (5) concrete pier
- 3. Cut and remove concrete for pier
- 4. Poured new concrete in various locations

Equipment and materials

- 1. Concrete saw
- 2. Motorized buggy

We propose, to furnish labor and materials in accordance with the above specifications.

Total Cost: \$18,500

1 97 July 10

1 31.0.00

Compression (CA)

enci.49 vana)

Jerosam irra ratingalija. Majaraja

007-212 Notes Total

Lisa Kelly

From:

Michelle Toth

Sent:

Wednesday, November 15, 2023 8:59 AM

To:

Lisa Kelly

Subject:

FW: Preliminary drawings for review

Attachments:

S1.1.pdf

Mrs. Lisa,

Here is what we received in 2021 from Wright Construction.

Let me know if you have any questions.

Thanks, Michelle

From: Brent Wright

Sent: Friday, August 6, 2021 2:52 PM

To: Michelle Toth <mtoth@hogansvillepd.com>

Subject: Preliminary drawings for review

Michelle:

We were able to work on the police station this week, and have completed the drawings for the project. I am calling them preliminary because I would like for you guys to review them before we send final stamped drawings that can be used for bidding.

I believe that we have covered the utilities, shoring and other issues that would come up during construction, but please let us know if you guys come up with anything additional that needs to be added to the plans.

We have included additional beams to make the floor framing system stiffer and stronger and this will definitely help with your courtroom issue above. We have also increased the spans between the columns to around 20', but in the opposite direction it's a little closer. But that is the primary reason for going with steel on this reinforcing scheme. Hopefully, you can still pull in cars and ATVs, etc. and have room to maneuver. Please have everyone review the attached and let us know if there are questions, comments or other concerns that you may have.

One last thing. While we don't do quantity takeoffs or estimates, I am figuring that this could cost \$60,000 to \$75,000. We won't really know until we have received pricing from contractors on this.

