

# AGENDA

## Mayor & Council Meeting

5pm Tuesday, August 8, 2023

1. Call to Order
2. Prayer
3. Pledge of Allegiance
4. Roll Call
5. Adopt Agenda
6. Adoption of Minutes— June 6, 2023 “Called” Meeting (tabled July 11), June 13, 2023 Regular Meeting (tabled July 11), July 11, 2023 Regular Meeting, & July 24, 2023 Called Meeting
7. Departmental Reports
8. Clerk’s Report
9. Mayor’s Report
10. New Business
  - A. Resolution to Approve the Selection of Consulting Engineering Firm (Engineering Management, Inc.) for GEFA Principal Forgiveness Loan
11. Old Business
  - A. Council Approval to Advertise Surplus City Equipment for Sealed Bids
12. Historic Preservation Commission (HPC) Regular Scheduled Meeting for 5:30pm Thursday, August 10, 2023 Has Been Cancelled; the Next HPC Meeting Will Be Held at 5:30pm Thursday, September 14, 2023 in Council Chambers City Hall
13. FY 2023 City Budget Public Hearing 4:30pm Thursday, August 10, 2023 in Council Chambers City Hall
14. Called Meeting at 4:30pm Thursday, August 17, 2023 to Approve FY2023 City Budget & Executive Session
15. Mayor & Council Work Session for September Will Be Held 4:30pm Monday, August 28, 2023 in Council Chambers City Hall (Council may vote to change date)
16. City Hall Will Be Closed Monday, September 4, 2023 in Observance of Labor Day Holiday
17. Mayor & Council Regular Meeting at 5pm Tuesday, September 12, 2023 in Council Chambers City Hall
18. Citizens’ Input (Please limit Questions/Comments to 3 Minutes)
19. Executive Session: Legal and Personnel Business
20. Adjournment

**City of Sparta**  
**Mayor & Council Meeting**  
**5PM Tuesday, August 8, 2023**

Elected Officials present were mayor Allen Haywood, Mayor ProTem Sandra Sherrod, Council Members Brandon Nolley, Tom Roberts, and Rav Raiden Yisrael.

City Clerk, Virigina Webb and Attorney John Hitchcock were present.

Mayor ProTem Sherrod called the meeting to order at 5:00 p.m. followed by a moment of silence, The Lord's Prayer, and The Pledge of Allegiance.

**Adopt Agenda**

Councilman Yisrael motioned to adopt the agenda; Councilman Nolley seconded.  
No discussion. Vote unanimous.

**Adoption of Minutes – June 6, 2023 “Called” Meeting (tabled July 11), June 13, 2023 Regular Meeting (tabled July 11), July 11, 2023 Regular Meeting, & July 24, 2023 “Called” Meeting**

Councilman Yisrael motioned to adopt June 6, 2023 “Called” Meeting; Councilman Nolley seconded. No discussion. Vote unanimous.

Councilman Yisrael motioned to adopt June 13, 2023 Regular Meeting; Councilman Nolley seconded. No discussion. Vote unanimous.

Councilman Yisrael motioned to adopt July 11, 2023 Regular Meeting; Councilman Nolley seconded. No discussion. Vote unanimous.

Councilman Yisrael motioned to adopt July 24, 2023 “Called” Meeting; Councilman Nolley seconded. No discussion. Vote unanimous.

**Departmental Reports – Police, Wastewater & Water Treatment**

(See Pages 6-11)

**Clerk's Report**

1. The City of Sparta's Code of Ordinances has been added to the project queue; however, Municode is experiencing a high volume of projects and will continue to keep the city updated on the status of publication.
2. Amanda Akins, wastewater superintendent, applied for and received a \$10,000 EMC Round-Up Grant for the city.
3. The City of Sparta Police and Fire Department will pass out school supplies to students.

4. Election packets can be picked up. Qualifying will take place from 8:30 a.m. to 12:30 p.m. and 1:30 p.m. to 4:30 p.m. on Monday, August 21, 2023, through Friday, August 25, 2023. The qualifying fees for the mayor are \$360 and \$54 for councilmembers. Early or advanced voting will be available from 8:30 a.m. to 5 p.m. on Monday, October 16, 2023, through Friday, November 3, 2023. The first day to mail absentee ballots is Monday, October 16, 2023. The deadline for requesting an absentee ballot is Friday, October 27, 2023. Election Day is Tuesday, November 7, 2023.

## **Mayor's Report**

1. The city has received a USDA grant for \$25,000. This grant will go towards the cost of turbidity meters, which will cost a total of \$36,879.
2. Mayor Haywood thanked Amanda Akins, the wastewater superintendent, for her assistance with the ambulance service and for submitting grant applications on behalf of the police, fire, and wastewater departments as well as the animal shelter and filter plant.
3. Progressive Steps, a nonprofit organization from Atlanta, on Wednesday July 26, 2023, passed out to citizens 100 giveaways, fruits, milks, and can goods, at the old hospital grounds.
4. A public budget meeting will be held Thursday, August 10, 2023 at 4:30 pm.
5. On Thursday, August 17, 2023, a "Called" meeting will be conducted to adopt the budget. The five-year history will be printed in the Ishmaelite on August 31, 2023. The millage rate can then be approved at the regular meeting in September.
6. Property tax bills will be mailed out by the end of September.
7. On Saturday, July 29, 2023, the health department conducted a health fair at the ice rink. Kits for NORCAN were distributed. There will be NORCAN administration training accessible for the police, fire department, and any other city personnel.
8. Leon Brown, an Atlanta-based film producer, wanted to use some of the old homes and businesses on Broad Street for a few movie scenes.
9. Mayor Haywood will be making a list of the downtown properties that do not meet the maintenance ordinance requirements.

## **New Business**

### **A. Resolution to Approve the Selection of Consulting Engineering Firm (Engineering Management, Inc) for GEFA Principal Forgiveness Loan**

According to Jerry Hood, president of Engineering Management Incorporated (EMI), the water filter facility requires extensive maintenance. Every day, the city consumes up to a million gallons of water. There are two tanks, one 250,000 gallons in size and the other 75,000 gallons in size. EPD recommends one day of storage. The water treatment program is meant to renovate water plants. The filtering system has a life expectancy of about 20 years, while the city's is 22 years old. The filter median must be replaced because there is a lot of backwashing and the filters get clogged frequently, losing 10% to

20% of the city's water. Plans call for rebuilding all the filters, painting, and adding an additional structure for material storage, conference meetings, classes, and serving as a break room.

EMI submitted a preapplication for \$4.2 million in funding for water system improvements, of which \$4.1 million will be given as a grant. The remaining balance of \$100,000 will be paid over ten years at 2.63% interest. With savings from the water plant, the city will save that much money. The Georgia Environmental Protection Division has approved the environmental report. The first advertisement was scheduled to appear in the Sparta Ishmaelite on Wednesday, August 2, 2023, with a thirty-day comment period. Following the thirty-day period, EPD will issue a Finding of No Significant Impact (FONSI), and the funds will be awarded by the GEFA board. The GEFA board meets four times a year, and the city of Sparta will be cleared ahead of the November board meeting, which is scheduled for the first or second week of November. Once authorized, a GEFA contract will be reviewed by Mayor Haywood, Council, and Attorney John Hitchcock to put forth conditions, specifications approved by EPD for the project, construction observations, and general needs. There will be a 1.25% GEFA closing cost before the end of the year or the first of the year. The city must come up with a design cost of \$175,000 before it can begin to draw GEFA money.

The sewer budget is \$2.8 million, the principal forgiveness grant is \$2.7 million, and the city would receive a \$100,000 loan at 2.63% for ten years beginning in 2025 or 2026. The sewage maintenance renovations include reviewing all the existing sewer lines and relining, replacing, and rebuilding two of the pumping stations that have been in existence since 1992. The GEFA closing cost will be 1.25% of the loan amount of \$35,000. The project design funding is estimated to be around \$125,000. From August 2024 until November 2024, permits and bids will be available. The construction will take place between December 2024 and December 2025.

Council stated to add the resolution on Thursday, August 17, 2023 "Called" Meeting's agenda.

## **Old Business**

### **A. Council Approval to Advertise Surplus City Equipment for Sealed Bids**

Councilman Yisrael motioned to approve to advertise surplus city equipment for sealed bids; Councilman Nolley seconded. No discussion. Vote unanimous.

**Historic Preservation Commission (HPC) Regular Scheduled Meeting for 5:30pm Thursday, August 10, 2023 Has Been Cancelled; the Next HPC Meeting Will Be Held at 5:30pm Thursday, September 14, 2023 in Council Chambers City Hall**

**FY 2023 City Budget Public Hearing 4:30pm Thursday, August 10, 2023 Council City Hall**

**Called Meeting at 4:30pm Thursday, August 17, 2023 to Approve FY2023 City Budget & Executive Session**

**Mayor & Council Work Session for September Will Be Held 4:30pm Tuesday, September 5, 2023 in Council Chambers City Hall**

**City Hall Will Be Closed Monday, September 4, 2023 in Observance of Labor Day Holiday**

**Mayor & Council Regular Meeting at 5pm Tuesday, September 12, 2023 in Council Chambers City Hall**

**Citizen's Input (Please limit Questions/Comments to 3 Minutes)**

Lissa Denney, a resident of the city, asked about lead pipes and do they have to get them replaced before the city can receive the grant.

Rosemary O'Neal, a resident of the city, stated that for 11 years she has had problems with the resident of 247 Maiden Lane, who have 8 dogs at the residence unkept. The dogs have attacked and killed the neighborhood's pets. She stated that two months ago, she reported to the city that more puppies were born and nothing was done.

Attorney Hitchcock stated that under the law the city could take the animals to the animal shelter and cite the resident of 247 Maiden Lane for having the dogs.

Mayor Haywood stated that he has spoken to the resident about the dogs.

Maria Rodrigues, a resident of the city, asked for an update of the burnt house. She stated that kids and others are going in the house. She was concerned that someone would get hurt.

Attorney John Hitchcock stated that the city can not clean up the debris left from the burning home, but the city can take legal action to ensure that the owner does.

Maxine Evans, a city resident, asked why some bids were sealed while others were not.

Mayor Haywood responded that they were all sealed bids.

**Executive Session**

Councilman Yisrael motioned to go into executive session; Councilman Roberts seconded. No discussion. Vote unanimous.

**Back to Regular Session**

Councilman Roberts motioned to go back into regular session; Councilman Yisrael seconded. No discussion. Vote unanimous.

No motions were made to address the matters discussed in executive session.

**Adjournment**

Councilman Yisrael motioned to adjourn the meeting; Councilman Nolley seconded. No Discussion. Vote unanimous.

The meeting adjourned at 6:20 p.m.



CITY OF SPARTA

**POLICE**

365 SPRING STREET - SPARTA, GEORGIA - 31087  
OFFICE: 706-444-5777 / FAX: 706-444-0827

# JULY 2023

## SPARTA POLICE DEPARTMENT ACTIVITY REPORT

369 – TOTAL 911 CALLS FOR ASSISTANCE

142 – TOTAL WRITTEN TRAFFIC CITATIONS

- 41 – SPEEDING (25- VERBAL WARNINGS GIVEN)
- 30 – VIOLATION OF HANDS-FREE LAW
- 12 – FAILURE TO OBEY STOP SIGN
- 6 – SUSPENDED LICENSE
- 2 – POSSESSION OF MARIJUANA
- 49 – OTHER TRAFFIC VIOLATIONS

14 – ARREST

- 3 – BENCH WARRANTS/PROBATION WARRANT
- 2 – WANTED BY ANOTHER AGENCY
- 6 – DRIVING WHILE LICENSE SUSPENDED
- 1 – DRIVING WHILE UNLICENSE

5 – STATE WARRANTS ISSUED

- 2 - THEFT BY TAKING
- 1 – POSS. OR USE OF DRUG RELATED OBJECT
- 1 – POSS. OF SCHEDULE I OR II CONTROLLED SUBSTANCE W/ INTENT TO DISTRIBUTE
- 1 – POSS., MANUFACTURE, DISTRIBUTION OR SALE OF MARIJUANA

## PREVIOUS MONTH STATS: JUNE 2023

288 – TOTAL 911 CALLS FOR ASSISTANCE

80 – TOTAL WRITTEN CITATIONS

5 – ARREST

## July 2023 Monthly Report For City Council

### Sampling Results (July 12, 2023):

Parameter	Influent (Before Screen)	Effluent (After Outfall)	Monthly Limit	Overall Removal Efficiency
Rainfall	3.33 inches		Report	-
Flow MGD	0.485	0.363	0.800 MGD	-
BOD	345	27.2	50 mg/L	92.1%
TSS	110	22	90 mg/L	80.0%

### Notable Work:

- During July, the workload for staff was relatively lighter than usual for various reasons. Michael Heath was focused on gaining operational experience to meet his state license requirements, Mitchell Ray was on light duty due to an injury until August 11, 2023 Amanda had increased absences from the office due to a family emergency, and the staff faced limitations in performing regular pond maintenance due to ongoing issues with the prison. Despite these challenges, the staff continued to manage their responsibilities and worked diligently to address the existing constraints.
  - Mitchell Ray Perritt was put on light duty for a month after wearing a foot brace. During this period, he primarily operated the Kubota M9960 tractor to help with plant overgrowth maintenance and field clearing. Additionally, he assisted the Superintendent with paperwork and provided light duty support to various departments as needed.
  - Michael Heath Graham demonstrated his capability of running operations without constant supervision. However, there is still room for improvement, and staff are actively working with him to address non-routine changes that may occur. Additionally, as part of his operations training, Michael Heath Graham was given the opportunity to take the lead on monthly sampling for the first time. Although there is still room for improvement, he successfully completed the task without constant supervision. Overall, his progress and willingness to learn are promising for his continued development in the role.
- The prison continued to experience issues with their flow and discharges, posing potential challenges to our wastewater treatment plant. In response, staff diligently monitored the facility, taking precautionary measures to prevent any violations and making necessary adjustments to minimize the risk of non-compliance. Despite the ongoing challenges, the staff's vigilance and proactive approach helped ensure the smooth operation of the plant and adherence to regulatory requirements.
  - Staff applied Sludge RX to Cell 4 of Aeration Pond 2 to address an extended period of low pH levels caused by the prison discharge, which resulted in sludge from Cell #1 being forced into Cell #4. The application aimed to decrease solids content and elevate the pH levels for proper wastewater treatment.
  - In response to the ongoing issue of low pH caused by slug discharges from the prison, staff made adjustments to the effluent weir to increase pond capacity and further dilute the ponds for improved treatment. Although additional adjustments are necessary, they are being implemented cautiously to prevent any negative impact on the ponds' performance.
  - Staff decided to delay the treatment of duckweed and algae removal in the ponds. It was observed that these elements might have been contributing to keeping the pH just above discharge limits. Removing them during a period of uncertainty in the pond's conditions could potentially have negative effects on the system. Staff



## July 2023 Monthly Report For City Council

anticipated that the constantly changing influent from the prison could make it difficult to predict the exact outcomes of these changes, and thus, they opted to hold off on the treatment until more stable conditions were established. This cautious approach was taken to ensure the continued stability and proper functioning of the wastewater treatment system.

- The system is showing signs of a slow recovery from the original discharge that occurred in late May, as well as from the continued varying discharges. Although there are still some differences from the preferred levels, there have been positive developments in certain areas. Nitrates have significantly decreased from last month, and all the groundwells indicated 0 E. Coli, which is a promising sign. The pH levels have also started to stabilize without drastic fluctuations. However, there are still challenges to address, as the TSS and BOD levels at the influent were extremely high this month. Additionally, the incoming BOD is higher than it has been in years. Despite these challenges, the trend is moving towards more normal levels, indicating progress in the system's recovery.
- Staff diligently carried out various minor tasks both within the wastewater facility and for other departments. These tasks included routine maintenance, repairs, and assistance with other projects as needed.
  - Staff successfully completed a water line repair between the pump house and back gates while providing training for Mitchell Ray Perritt Jr. in water distribution.
  - Staff spent a day at City Hall focused on minor repairs and improvements. They fixed door knobs, installed exit signs, installed soap dispensers, and other minor tasks. Additionally, they ensured that all repairs were in compliance with the Americans with Disabilities Act (ADA) to ensure accessibility for all visitors and employees as part of the Community Block Development Grant (CBDG) Requirements.
  - Staff also conducted minor repairs for public works equipment. This included fixing and maintaining various equipment used by the public works department to ensure smooth operations and functionality.
  - Staff adjusted their schedule to avoid excessive afternoon heat and potential heat stress. They decided to come inside around 2 PM each day to take necessary precautions. Despite the heat, they continued to perform minor work, repairs, cleanup, and operations until their regular workday ended.

### Other Notable Items:

- Amanda Martin Akins was honored with the Outstanding Young Water Professional Award by WEF for her exceptional contributions to enhancing the activities of the Water Environment Federation, and her significant contributions to improving the fundamental knowledge of wastewater collection and treatment systems, water resource protection, and research on important water environment issues.
- Amanda Martin Akins provided assistance to the Department of Public Health by helping with their Health Fair on July 29, 2023. This was the first-ever event organized by the Department of Public Health, and they sought the City's support. The event had approximately 170 people attend and nearly 20 vendors.
- Staff supported the local animal shelter by helping them secure donations of over \$1,800 in products. Additionally, staff identified areas within the animal shelter that require grants to fund future improvements, thus contributing to the betterment of the shelter's facilities and services.

## July 2023 Monthly Report For City Council

### Pictures:

*Prison Spill & Temporary Pumps:*



*Animal Shelter Disinfectant Donation & Staff Cleaning Ponds:*





## Grants & Misc. Other Income/Donations/Etc.

Department	Donor/Grant	Work Completed	Requested/Reason	Additional Notes	Value	City Match
Fire Department	Fire House Public Safety Foundation	Approved	Amkus Cutter, Spreader, Ram, Reach Tips & Accessories	Life Saving Equipment	\$36,801	0%
Police Department	Back 2 School America	Approved	Back To School Supplies	Unsure When They Will Be Able to Send But Approved (Waiting for more donations)	-	0%
Water Department	USDA	Approved	Turbid meters and Streaming Current Meter	Held Final Meeting	\$25,000	25%
Wastewater	WEF	Approved	Additional Grant Money	Discussed Discrepancies in Payment	\$65	0%
Wastewater	McGrometer	Approved	General	Thank You For Discussing Equipment Issues	\$70	0%
Pet Shelter	Benebone	Applied, Approved	Benebone Wishbone Chew Toys	9 Bones	\$90	0%
Pet Shelter	Smith Farm Supply	Applied, Approved	Discount = Purchase At Cost + 10%	At Store Cost + 10%	-	0%
Pet Shelter	Hill Farm Supply	Applied, Approved	Discount = Purchase At Cost + 10%	-	-	0%
Pet Shelter	PetSmart	Applied, Approved	Host Adoption Events	Need to Get Paperwork from Manager	-	0%
Pet Shelter	Tractor Supply	Applied, Approved	Dog Food Donation	Added to Milledgeville & Sandersville Donation Rotation – Will Get Call When Ready for Pickup	-	0%
Pet Shelter	American Dog	Applied, Approved	Toys for Dogs	Box of Toys	TBD	0%
Pet Shelter	Chewy	Applied, Approved	Dog Food, Treats, and Toys	-	\$72.03	0%
Pet Shelter	Wondercide	Applied, Approved	Flea & Tick Supplies	Collars, Shampoos, Soaps, and Sprays	\$294.80	0%
Pet Shelter	Kong	Applied, Approved	Toys	Added to Believer Program – Will Be Sent Randomly When They Have Some	-	0%
Pet Shelter	Odoban	Applied, Approved	Cleaning Supplies	10 Cases of Disinfectant	\$596	0%
Pet Shelter	Purina	Applied, Approved	Coupons for Free Food	10 Cases of Sprays	-	0%
Pet Shelter	BarkBox	Applied, Approved	Super Chewer Box	6 Free Bags (\$46 Value Each)	\$276	0%
Pet Shelter	Shein	Applied, Approved	10 Rope Toys	2 Toys, 2 Treat Bags, and 2 Chews	\$45	0%
Pet Shelter	Coastal Pet Products	Applied, Approved	Leashes, Collars, and Toys	-	\$20	0%
Pet Shelter	Nylabone	Applied, Approved	Nylabone Super Chew	Mix of sizes/shapes	\$477.19	0%
Wastewater	Southeast Crescent Regional Commission – Critical Equipment	Working On	Replace Sprayheads and Ball Valves in Fields 1-10	Submitted Pre-Application for Consideration	TBD	0%
Wastewater	CDBG	Working On	Lagoon Rehabilitation	48 Applications Discuss plans with EMI	\$50,000	20% (\$10,000)
BLICK	Police	Denied	Back to School Supplies	Chose to focus on Art supplies this year instead of Back 2 School – Suggested reapplying if needed	\$1,000,000	10% (\$100,000)
Community Foundation – Hero Fund	Fire/Police	Denied		Received higher than normal level of applications – Only 16 Winners	-	-

# **City of Sparta Water Treatment Plant Operations Report**

July 2023

## **Water Production**

For July, the treatment plant withdrew 32.8 million gallons of water from the lake, and served 26.8 million gallons to the distribution system.

## **Other Areas**

### **Facility**

Kenneth Harper and William Beall repaired a leak on our alum supply line. A chlorine leak was repaired in the injection pit at the plant. Dixie tank was overflowing - Timmy Griffin corrected that. Four computers at the plant need software updates that cannot be implemented due to insufficient hardware - these all need to be replaced with new computers.

City crews came out to provide lawn maintenance and tree/brush removal on plant grounds.

### **Personnel**

TerMarion Hunt's Class 3 license was issued by the state, marking the first time in years that all water treatment plant employees hold a valid Operator license. This provides the City with a much more reliable pool of personnel for water operations.

### **Compliance**

Operators continue to meet all drinking water quality goals.