

AGENDA

Mayor & Council Meeting

5pm Tuesday, May 14, 2024

1. Call to Order
2. Prayer
3. Pledge of Allegiance
4. Roll Call
5. Adopt Agenda
6. Adoption of Minutes—April 10, 2024 Regular Meeting
7. Presentation of the Sparta-Hancock Historic Preservation Commission's 2023 Historic Preservation Award
8. Treasurer's Report
9. Clerk's Report
10. Department Reports
11. Mayor's Report
12. Council Members Questions/Comments
 - A. Councilperson Sherrod Questions Pay for April 10 Training & Regular Meeting
13. First Reading of Multiple Residence Ordinance
14. First Reading of Purchasing Procedure Ordinance
15. Old Business
16. New Business
17. Mayor & Council Work Session at 4:30pm Monday, June 3, 2024
18. Mayor & Council Regular Meeting at 5pm Tuesday, June 11, 2024
19. Historic Preservation Commission Regular Meeting at 5:30pm Thursday, June 13, 2024 in City Hall
20. City Hall Will Be Closed on Monday, May 27, 2024 in Observance of Memorial Day Holiday
21. Citizens' Input
22. Executive Session
23. Adjournment

City of Sparta
Mayor & Council Meeting
5PM Tuesday, May 14, 2024

Elected Officials present were Mayor R. Allen Haywood, Mayor ProTem Rav Yisrael, Councilmembers Brandon Nolley, Tom Roberts, and Sandra Sherrod.

City Clerk, Virigina Webb was not present. Attorney John Hitchcock was present.

Administrative Assistant, Stephanie Hannah was present.

The meeting was called to order by at 5:01 pm by Mayor ProTem Yisrael followed by a moment of silence, The Lord’s Prayer, and The Pledge of Allegiance.

Adopt Agenda

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

Adoption of Minutes – April 10, 2024 Regular Meeting

Councilman Roberts motioned to adopt the April 10, 2024 Regular Meeting Minutes; Councilman Nolley seconded. No discussion. Vote unanimous.

Presentation of the Sparta-Hancock Historic Preservation Commission’s 2023 Historic Preservation Award

Dip Polatty, President of the Historic Preservation Commission, stated that the presentation will be held at a later date. A training session will be held for anyone that would be interested in joining the Historic Preservation Commission.

Treasurer’s Report

City Treasurer Deborah Butts shared how finances are divided within the city. In three main operating accounts, General, Utilities Water/Sewage, and Gas. General Funds hold garbage payments, property taxes, sales tax (LOST), police citations and occupational taxes; general fund pays some payroll, city government expenses, etc.. A petty cash account was set up to obtain a debit card so the city would be able to purchase items online and for expenses where the city does not have a credit account. The LMIG account holds road repair funds from the DOT. Beer, Wine & Liquor account holds sales of alcohol taxes.

Mayor Haywood added that all funds that are received by the city are handled by a process of three “checks & balances”.

Clerk’s Report

1. Virigina Webb, city clerk, attended session one of the grant writing workshop held in the Walter B. Williams Conference Room in Milledgeville, Ga on Wednesday, April 17, 2024 at 10:00 am. This workshop was hosted by SHINE (Supporting Health Initiatives & Nurturing Equity).
2. Along with Mayor Haywood, City Clerk Webb attended the District 7 Quarterly Meeting in Augusta, Ga. on Thursday, April 18, 2024, at 11:00 a.m. The Georgia Municipal Association program covered a wide range of subjects, including recently introduced legislation and bills. Every city was invited to take part in a poll about issues that were important to them.
3. On Saturday, April 20, City Clerk Webb helped the Board of Education, SHINE, DPH, and Waste Water Supervisor Amanda Akins with the Community Expo. Free giveaways, free health screenings, a range of services provided by the CSRA, including hospice organizations, multiple nursing homes, kid-friendly bounce houses, a kid-friendly coloring contest (with a May 14 deadline for council decision), the Smoke House from the Sparta/Hancock Fire Department, SAFE Kids, the Sparta Animal Shelter, iHeart Radio DJs, Work Force Development, and many more were all included in this event, which featured over 50 vendors. Chic-Fil-A supplied food for the vendors and volunteers. The Booster Club of Hancock Central High School provided snacks to the general public.
4. In order to honor city employees, City Clerk Webb worked with a number of organizations, including Amanda Martin Akins, Supervisor of Waste Water, to organize an employee quarterly birthday celebration. Lunch, raffle prizes, gifts, and giveaways will be provided by the vendors. On Friday, May 31, 2024, at 11:30 a.m., a celebration will be conducted in the City Council Chambers for all city employees who were born in January through March. When upcoming celebrations are arranged, they will be announced.
5. The registration for the SAMS account has been renewed. This yearly renewal is necessary in order for grants legibility.
6. The City of Sparta has applied for reimbursement for property tax homestead exemption.

Departmental Reports – Animal Shelter & Street

(See Pages 6-9)

Mayor's Report

1. Preparations are being made to begin DOT patching on city streets. The city is getting quotes on the needed street repair work throughout the town. Adams Street and Maiden Lane are on the TSPLOST list for resurfacing. Preparations have been completed to begin the bidding process.
2. The Street Department received accommodations from the health department for Donald Ingram, Street Supervisor, Tremaine Ingram and Jason Glover.
3. There are 8 commercial users in the city that currently are using Waste Management. They have been informed that Ryland has an exclusive contract for

garbage collection in the city. Those 8 users will have to switch their garbage service to Ryland.

4. Senate Bill 433 allows authorities to hold promoters of events accountable for costs to the city regarding events.
5. Mayor Haywood, Timmy Griffin, and Councilman Roberts met with Rocky Patel, who plans to construct a laundromat on South Elm Street. A manhole and a lift station will be required for the laundromat to connect to the city's wastewater lines. Mayor Haywood stated that the city does not fund costs for the manhole and lift station, but will provide wastewater services to maintain the project.
6. The city of Sparta has received another GEFA Principal Forgiveness Loan for lead service line replacement. The city does not have any lead lines, but the costs are involved with the surveying and confirmation of having no lead lines.

Council Members Questions/ Comments

A. Councilperson Sherrod Questions Pay for April 10th Training & Regular Meeting

Councilwoman Sherrod asked if only Donald Ingram, Tremaine Ingram, and Jason Glover were the only city employees mentioned by the committee for receiving a written accommodation as thanks for their work at the Community Expo.

Mayor Haywood responded that they were.

She added that she knew the April ethics training was for her and she felt that she should be compensated for her time. Sherrod was seeking council compensation for two meetings, which would result in her being paid \$300 for the combined 90 minutes meeting.

Other council members did not request compensation since the ethics training was followed by the regular work session.

Councilman Nolley motioned to for Councilwoman Sherrod to be compensated for training; Councilwoman Sherrod seconded. Councilman Roberts voted "no."

Administrative Assistant Hannah stated that the ordinances are now published on the official City of Sparta website.

Mayor ProTem Yisrael expressed his hope of transparency with the city and the citizens with the publication of the ordinances.

First Reading of Multiple Residence Ordinance

Attorney Hitchcock stated that the city charter does not allow Council to adopt an ordinance the same day it was announced. Council had requested Attorney Hitchcock to draft an ordinance that would allow properties that are zoned R1, R2 or R2A be approved to up to

single family residences. Under both the city and state laws, this ordinance is required to be treated as a rezoning. It will have to be published twice as in the Sparta Ishmaelite and hold a hearing within 45 days and no longer than 15 days before the hearing.

First Reading of Purchasing Procedure Ordinance

Attorney Hitchcock stated that Council asked to amend Chapter 3 of the ordinances as a purchasing section of payment of more than \$10,000 will require the approval of two council members signing a check approval form.

Old Business

There was no old business discussed.

New Business

There was no new business discussed.

Mayor & Council Work Session at 4:30pm Monday, June 3, 2024

Mayor & Council Regular Meeting at 5pm Tuesday, June 11, 2024

Historic Preservation Commission Regular Meeting at 5:30 pm Thursday June 13, 2024 in City Hall

City Hall Will be Closed on Monday, May 27, 2024 in Observance of Memorial Day Holiday

Citizens' Input

Didi Hyder, a resident of the city, stated she is concerned over businesses that use large quantities of water but only pay low water bills and she stated that if there was anything that could be done and she asked for clarification whether not a resident can be on septic or sewer how does the city determine that.

Mayor Haywood stated that businesses' water bill is based on the same rates as any other city resident.

Attorney Hitchcock stated he would have to research this subject further.

Executive Session

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

Back to Regular Session

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

Councilman Nolley motioned to hire Joshua Wilson for employment at the police department; Councilman Roberts seconded. Councilwoman Sherrod refused to vote. No discussion.

Adjournment

Councilman Nolley motioned to adjourn the meeting; Councilman Sherrod seconded. No discussion. Vote unanimous.

The meeting adjourned at 6:15pm.

City of Sparta Animal Shelter Report - April 2024

Intakes, Adoptions, and Transfers:

- There were no animal intakes or adoptions at the City of Sparta Animal Shelter during the month of April 2024.
 - Two adoption applications for dogs were received in late April (Sprocket and Fiona).
 - Two dogs from the shelter participated in the Health Fair event (Fiona and Mocha), where they received exposure and potential adoption interest.
 - Staff signed up for the 30th annual Humane Society adoption event in Morgan County on June 15, 2024.
 - Staff signed up and was approved for the Empty The Shelters \$50 adoption program through Bissell which will take place in May.
- Dawg Squad who handles the transfers for the City of Sparta Animal Shelter will be unavailable for the next few months for transport. We are currently seeking another transport group.

Reports and Administrative Tasks:

- The monthly report for March 2024 was successfully submitted to the Department of Agriculture in April.
- Job interviews were conducted for the open positions at the shelter.
 - Julianna's last day was on April 28, 2024.
 - A comprehensive checklist outlining job requirements for shelter duties was compiled and typed up.
- Staff maintained the City of Sparta Animal Shelter Facebook account and received a post reach of 4,000 people monthly.
 - Staff created flyers for each dog to distribute over social media and in town.
- Record keeping for dog information was updated diligently throughout April.
- A coalition meeting took place on April 17th between COFAS, ORHS, Sparta, Putnam, Greensboro, Union Point, and Morgan County. This will be a quarterly gathering to provide local shelters with a platform to address challenges collectively, offering support from neighboring shelters while facilitating the exchange of information and resources.

Grants and Donations:

- The Atlanta Humane Society notified the City of Sparta Animal Shelter that they were not selected as one of the five shelters statewide for Capitol Improvement grant. Staff plan to apply for this annually.
- The Georgia Department of Agriculture Dog and Cat Sterilization Grant is still under review.
- Chick-fil-A donated leftover food for the shelter dogs in April. Staff use this to assist in training the dogs to make them more adoptable.
- Oconee Regional donated wet and dry dog food to the shelter.

City of Sparta Animal Shelter Report - April 2024

- GCSU ran a donation drive and the following items were donated: dryer sheets, laundry detergent, bleach, dish soap, and hand sanitizer.
- Four boxes of Purina Pro Plan Veterinary FortiFlora Probiotic Supplements valued at \$125 are being donated by PetFinder.
- The Hagan Group generously contributed supplies for both dogs and cats. As part of our collaborative efforts with ORHS, the cat supplies will be allocated to them. In return, ORHS will continue to donate dog food to our organization.
- In early April, the Kroger Community Rewards program informed staff that six households had enrolled to support the shelter. Through their regular shopping, these households collectively contributed \$4.54 in donations, with no additional cost incurred on their part.
- An anonymous donor arranged for the delivery of an 8x10 storage shed to the animal shelter. This addition will enable the shelter to store larger donations, prolonging their usefulness and ensuring efficient utilization of resources. Delivery is expected in early to mid-May.

Animal Care and Welfare:

- Heartworm testing was performed in-house at a cost of \$2.75 per dog, a substantial savings compared to the \$39 per dog cost at the veterinary clinic. This resulted in an overall savings of \$471.25.
- Dogs at the shelter received their scheduled flea and tick treatments, which were generously donated, resulting in no cost to the shelter. Additionally, the donated treatment includes worm medication, providing comprehensive care for the dogs. With a three-month supply on hand, each dog's treatment costs are covered, resulting in significant savings of \$12 per dog per month. This equates to an impressive overall monthly saving of \$154.
- Daily cleaning, sterilization, feeding, and watering were carried out to maintain the shelter's standards of hygiene and care. Dog food and cleaning supplies were donated, resulting in a savings of over \$250 per month.
- Each day, we also prioritize socialization for every dog under our care. This ensures that shy dogs receive the attention they need to become more comfortable and sociable, while already social dogs maintain their positive behavior and interactions with others.
- Staff finalized an agreement with the Atlanta Humane Society to access low-cost services specifically tailored for the City of Sparta Animal Shelter. While Sparta maintains partnerships with various local organizations offering similar services on a first-come, first-served basis, the collaboration with Atlanta Humane serves as an invaluable backup should other local resources become unavailable.

Overall, despite the absence of intakes and adoptions, the City of Sparta Animal Shelter remained proactive in administrative tasks, community engagement, animal care, and leveraging partnerships for the betterment of its services.

City of Sparta Animal Shelter Report - April 2024



City of Sparta, GA Animal Shelter
 500 W. Main St., Sparta, GA 31784 • 706-444-5753

Check Out Our New 'All About Me' Flyers!

We've just launched our new "All About Me" flyers, featuring our adorable shelter pets! 🐾 These flyers will be available at City Hall soon, so you can browse through them while taking care of your utility bills.

Don't forget, we still have some sponsored adoptions available, and during part of May, we're offering low-cost adoptions for just \$50! 🐾

If you're interested in giving a loving home to one of our furry friends, please reach out to us at 706-444-5753, Ext 9, or email us at AnimalShelter@CityofSparta.org. Let's make these adoptions happen! 🐾

#AdoptDontShop #AllAboutMeFlyer #LowCostAdoption

All About Me 🐾

Name: Red **Sex:** Male
Age: Est. 3 Years Old **Breed:** Rottweiler Mix
Fee: \$125 **Weight:** Est. 50 Lbs



My Favorite ...

- Treat Milkbones
- Food Dog Chow
- Toy Nylabones

I Love:

- Spayed/Neutered
- Vaccinated
- Getting Attention
- Walking on a Leash

All About Me 🐾

Name: Mona **Sex:** Female
Age: Est. 4 Years Old **Breed:** Pit Mix
Fee: \$125 **Weight:** Est. 35 Lbs



My Favorite ...

- Treat Milkbones
- Food Dog Chow
- Toy Squeaky Toys

I Love:

- Spayed/Neutered
- Vaccinated
- PEOPLE AND ATTENTION!
- Running Around

All About Me 🐾

Name: [Redacted] **Sex:** Male
Age: 1 Year Old **Breed:** Lab Mix
Fee: \$75 **Weight:** Est. 30 Lbs



My Favorite ...

- Milkbones
- Dog Chow
- Nylabones

I Love:

- Spayed/Neutered
- Vaccinated
- Getting Attention
- Walking on a Leash

All About Me 🐾

Name: Lily **Sex:** Male
Age: 1 Year Old **Breed:** Lab Mix
Fee: \$75 **Weight:** Est. 30 Lbs



My Favorite ...

- Milkbones
- Dog Chow
- Nylabones

I Love:

- Spayed/Neutered
- Vaccinated
- Getting Attention
- Walking on a Leash

All About Me 🐾

Name: [Redacted] **Sex:** Male
Age: 1 Year Old **Breed:** Lab Mix
Fee: \$75 **Weight:** Est. 30 Lbs



My Favorite ...

- Milkbones
- Dog Chow
- Squeaky Toys

I Love:

- Spayed/Neutered
- Vaccinated
- Getting Attention
- Walking on a Leash

Street Department Report

May 14, 2024

- Completed edging on East Broad Street to end of city limits (hwy 15)
- Cleared sidewalk & right of way from Parkway Drive to end of city limits
- Collaborated with GA Power to take advantage of bucket truck & Dept of Transportation for traffic control to trim tree limbs that were hanging over Broad Street where it intersects at Miles Street
- Began clearing fence line at Filtration Plant-will continue to work on as time permits between grass cuttings within the city limits
- Continued regular maintenance on mowers, chipper, edgers, weed eaters, tractor, etc
- Worked with Amanda Martin Akins, Waster Water Supervisor at Community Expo to help with setup of tables, chairs, tents, trash cans, portable restrooms, etc. Assisted with miscellaneous needs throughout the event. Moved items from Health Department to Football Field. Worked along with County employees to provide cleanup for event