

AGENDA

Mayor & Council Meeting 5pm Tuesday, October 8, 2025

1. Call to Order
2. Prayer
3. Pledge of Allegiance
4. Roll Call
5. Adopt Agenda
6. Adoption of Minutes—September 9, 2025 Regular Monthly Meeting
7. Clerk's Report
8. Department Reports
9. Mayor's Report
10. Council Members Questions/Comments
11. Adopt Resolution to Accept Bid for GEFA-Funded Water Treatment Facility Improvements
12. Approval of GEFA-Funded Emergency Principal Forgiveness Loan for Parkway Drive New Water Line Installation ..Pyles Construction \$234,320
13. Old Business *
14. New Business *
15. City Hall Will Be Closed Monday, October 13, 2025 in Observance of Columbus Day Holiday (In-house staff work day)
- ✓ 16. Mayor & Council Work Session at 4:30pm ^{Thurs} Tuesday, November ~~11~~, 2025 | 8
- ✓ 17. Mayor & Council Regular Meeting at 5pm Tuesday, November ~~11~~, 2025 | 8^{pm}
18. Historic Preservation Commission Meeting 5:30pm Thursday, October 9, 2025 in City Hall Council Chambers
19. Citizens' Input
20. Executive Session Personnel & Legal Matters
21. Adjournment

City of Sparta
Mayor & Council Meeting
5pm Wednesday, October 8, 2025

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

Councilman Brandon Nolley was unable to attend due to a schedule conflict.

City Clerk Virigina Webb was present. City Attorney John Hitchcock was absent.

Adopt Agenda

Councilman Roberts motioned to adopt the agenda; Councilwoman Sherrod seconded. Vote unanimous. Motion passed.

Adoption of Minutes – September 9, 2025 Regular Meeting

Councilwoman Sherrod motioned to table the minutes; Mayor ProTem Yisrael seconded. Vote unanimous. Motion passed.

Clerk's Report

1. All requests for the 5K Javion Clark Road Race to be held on October 25th at 8am; the Pine Tree Festival Parade to be held on October 25th beginning at 11a.m.; and, the HCHS Homecoming Parade to be held on October 31st at 4:00 p.m. have been submitted to the Department of Transportation for permission to close the state highways.
2. Property tax documents have been finalized and sent to the appropriate entities and the QS1 software company for processing. October 31st is the target date for property owners to receive their bills. The deadline for city property tax payments will be December 31, 2025.
3. Preparation for presenting the city's 2026 proposed budget will begin next week. We will meet with each department head to plan for the upcoming year.
4. In preparation for the November 4th election, we have gathered signatures for the Intergovernmental Agreement with the County, submitted information for the project packet, completed mandatory training through the Secretary of State's office, and scheduled voting machine moves.
5. L & A training will begin tomorrow, October 9th, at 10:00 a.m., and poll worker training will be held on Friday, October 11th, at 10:00 a.m. in the City Council Chambers.

6. Early voting will start on Tuesday, October 14th, and continue through October 31st. Weekday voting hours will be from 9:00 a.m. to 5:00 p.m., and there will be two mandatory Saturday voting dates: October 18th and October 25th, also from 9:00 a.m. to 5:00 p.m.
7. Absentee ballots must be requested by October 24th. On election day, Tuesday, November 4th, the polls will be open from 7:00 a.m. to 7:00 p.m.
8. Three candidates qualified for the two seats on the City Council: Glenn Johnson, Brandon Nolley (Incumbent) and Rav Zuridan Yisrael (Incumbent).
9. Monday, October 13th, is Columbus Day. City Hall will be closed to the public. We will use this day as an in-service day to organize our records room downstairs, shred documents, and move records from past years.

Department Reports (copies attached)

Mayor's Report

1. Next week, we will begin working on putting our budget together. The City Charter states that the mayor must provide the council with a proposed budget for the upcoming year 60 days prior to the start of the fiscal year. Since the fiscal year begins on January 1st, a copy of the proposed budget will be provided by October 31st. Please note, this is just the proposed budget and does not require approval at this time.
2. The fall meeting of the Gas Authority was held in Waynesboro. Mayor Haywood attended on behalf of the city. The Gas Authority membership meets in the spring and fall. The discussion focused on future planning, especially with uncertainty in Washington, D.C., which could affect gas policies.

For every dollar spent on gas in the city: 28.3% goes to buying the gas, 17% covers transportation from the Southern Pipeline, 18% is for city-based charges to bring the gas here, and 34% covers city distribution, including paying workers and maintaining equipment. Two percent goes to the Gas Authority for handling the purchase and services. This shows that the cost of gas includes not only the commodity but also transportation, delivery, and maintenance.

The Gas Authority emphasized this because communities often question gas prices. The cost reflects the full process of safely delivering gas to users.

3. October 15th will be a day to focus on breast cancer awareness. October is Breast Cancer Awareness Month. Next Wednesday, support will be shown by wearing pink.
4. Gas Authority engineers are exploring funding opportunities for two major projects that need to be addressed, as required by the Public Service Commission.
5. Mayor Haywood is now a member of the GMA (Georgia Municipal Association) Board of Directors. As the first vice president of GMA's Region 7, the mayor will be in Atlanta Thursday afternoon and Friday morning for the board meeting.

6. Mayor Haywood attended Georgia's first Electric Vehicle (EV) Awareness Conference on September 25th at Fort Valley State University, sponsored by the University of Georgia, Georgia Power, and Fort Valley State. The conference provided valuable information for small communities like Sparta, which are currently considered an EV "desert" due to the lack of public charging stations.

There are three levels of EV charging:

- **Level 1:** Home charging, takes a long time and is rarely used.
- **Level 2:** Common residential option, provides a full charge in 4–8 hours for about \$5 cost of electricity.
- **Level 3:** Fast charging, ideal for public use, provides an 80–85% charge in about 20–30 minutes at a cost of around \$20.

The Development Authority plans to explore installing a Level 3 charging station in Sparta, with potential funding assistance from the Department of Transportation. Such a station could encourage travelers to stop, shop, and dine locally while their vehicles charge, boosting economic activity.

Currently, about 18% of vehicles in the U.S. are electric, and this number is expected to reach 30% by 2030. Experts at the conference recommended that households maintain one gas-powered and one electric vehicle for flexibility.

7. Pierce Memorial Methodist Church, located on the hill, will host a First Responders' Breakfast on Tuesday, October 28th, from 6:00 a.m. to 9:00 a.m. The event will honor local ambulance service personnel, firefighters, police officers, and all first responders. Meals may be enjoyed at the church or taken to go.

Council Members Questions/Comments

1. Councilwoman Sherrod asked about the gas fee on her bill, noting that she had requested her gas service to be disconnected.
Mayor Haywood explained that the fee covers the availability of gas service, even if it is not currently in use.

Adopt resolution to Accept Bid for GEFA-Funded Water Treatment Facility Improvements

Councilman Roberts motioned to adopt the resolution; Mayor ProTem Yisrael seconded.
Councilwoman Sherrod refused to vote. Resolution passed.

Approval of GEFA-Funded Emergency Principal Forgiveness Loan for Parkway Drive's New Water Line Installation to be handled by Pyles Construction at a cost of \$234,320.

Councilman Roberts motioned to approval; Mayor ProTem Yisrael seconded. Councilwoman Sherrod refused to vote.

Old Business

There was no old business to be addressed.

New Business

There was no new business to be addressed.

City Hall Will Be Closed Monday, October 13, 2025 in Observance of Columbus Day Holiday
(In-house staff work day)

Mayor & Council Work Session at 4:30pm, Tuesday, November 18, 2025

Mayor & Council Regular Meeting at 5 pm Tuesday, November 18, 2025

Historic Preservation Commission meeting 5:30pm Thursday, October 9, 2025 in City Hall
Council Chambers

Citizens' Input

Wilmertine Toblert, a city resident, asked about the consolidation of the police department and inquired whether residents could obtain signs and organize a march to support the consolidation of the police and sheriff departments.

Dip Polatty, a city resident, stated that EV charging stations would benefit the city and asked if the city would have input on their placement to ensure that one is located downtown.

Executive Session Personnel & Legal Matters

Councilman Roberts motioned to go into executive session; Mayor ProTem Yisrael seconded.

Councilwoman Sherrod refused to vote. The motion was approved.

Back to Regular Session

Councilman Roberts motioned to return to regular session. Mayor ProTem Yisreal seconded.

Councilwoman Sherrod refused to vote. The motion was approved.


Adjournment

With no motion made concerning business discussed during executive session. Mayor ProTem called for a motion to adjourn. So moved by Councilman Roberts and seconded by Councilwoman Sherrod. The motion passed.

The meeting adjourned at 6:15pm

Street Dept Report

October 9, 2025

-  Replaced 24 inch drain pipe on Lewis and Bell Street that had collapsed
- Opened storm drain on Gettis & Boland Streets
- Held monthly safety meeting with street department staff
- Contractor patched several potholes throughout the city including Powelton, Burwell, Rabun, Boland, Spring, Lewis & Bel Streets
- Removed fallen Pine Tree from roadway on corner of Boland & Parkway
- Removed fallen limb from Lakeview & Hancock
- Vegetation was cut back from street on Lewis, Bell, Burnette, Railroad Streets & Jones Street Ext Streets
- Maintained grass cutting at Water Filter Plant, Animal Shelter, Waster Water, Gas line from Warthen to Sparta and Cody Johnson Road and throughout City Streets
Also chipped limbs/branches

City of Sparta – October 8, 2025 Council Meeting Report

Water Treatment Plant Report

- Routine monthly sampling was completed in accordance with state requirements, including testing for chlore, total suspended solids (TSS), bacteria, total organic carbon (TOC), Fluoride, and E. Coli. Additionally, operators recorded data from backwash meters, flushing systems, and operational plant meters to maintain compliance and ensure system performance.
- The plant withdrew a total of 35.26 million gallons from the lake, averaging 1.18 million gallons per day and successfully served 30.17 million gallons to the distribution system, averaging 1.01 million gallon per day.
- On 9/5, Staff found a minor leaking valve in the chlorine room. ME Sacks fixed it on 9/8 after parts arrived.
- On 9/11, ME Sacks installed the floc mixer gear box after the previous one failed.
- On 9/16, the booster pump in chlorine room began leaking and ME Sacks replaced the pipe on front side of pump.
- McSwain Services completed annual maintenance on valves in the chlorine room. While there, he noticed that the shutoff valves were damaged. On 9/24, McSwain replaced the valves.
- During McSwain's visit, the pre-chlorine system stopped working. ME Sacks troubleshot the pre-chlorine issue and suspect that the booster pump is weakening. A warranty is being filed on the pump.
- Hawkins helps us set up a trail run on caustic for pre soda ash.
- IT installed a Wi-Fi hub at water plant and isolated the SADA to a private network for security.
- Invictus Prime has started the process of installing the new turbidity meter. After installing the influent meter, they had to pause installation to attain prints of the control panel.



City of Sparta – October 8, 2025 Council Meeting Report

Water Distribution & Sewer Collection Report

- 35 total repairs were completed, including 5 main line repairs, 14 service line repairs, 7 repairs at the water plant, 4 lockouts for inactive accounts, 2 sewage backups, 1 no leak found call, 1 storm drain cleaning, and 1 wastewater plant repair.
- On Highway 22, three residents were without water after a main line ruptured due to tree roots. Staff installed a new 2-inch main across the road and reconnected all three services.
- A large portion of the month was spent completing repairs at the water plant (see water plant report for details).
- Ryder with ME Sacks concluded his assignment at the end of September. A new ME Sacks representative is expected in early October.
- The 2-inch Schedule 20 line at LS Ingram continues to experience recurring failures. Staff completed several repairs in September, but a full line replacement is recommended for long-term reliability.
- Staff worked with EMI to continue progress on the Parkway Drive project. GEFA approval has been received, and the project now awaits EPA clearance before proceeding to GDOT for final approval.
- GDOT approved the permit for the Jones Street project. Staff will move forward with repairing the 8-inch main line attached to the bridge over the railroad once the new ME Sacks representative is in place.
- Comcast damaged a service line while installing fiber on Mirror Pond Road. The issue was identified and repaired by staff.
- A repair on Spring Street revealed a section of pipe that had been adapted multiple times in the past. The immediate repair was made, but the line should be scheduled for full replacement in the future.
- The 70 HP pump for the Main lift station has been delayed from September to December.



City of Sparta – October 8, 2025 Council Meeting Report

Wastewater Reclamation Plant Report

- Wastewater staff continued normal operations, including daily monitoring, water sampling, equipment maintenance, pond and land management, and compliance reporting to ensure uninterrupted treatment and adherence to regulatory requirements.
- Pulled Aerator #10, removed the motor, and installed it on Aerator #12 to restore aeration after an electrical malfunction.
- Completed semiannual maintenance on pumps, including oil changes and bearing lubrication.
- Repaired damaged spray heads in Fields 2, 4, 6, and 8. The purchase of additional spray heads are needed to continue replacements.
- Exposed a disconnected and broken spray head assembly in Field 7 for inspection by a plastic welder to get a price quote for repairing lines.
- Repaired a leak in Field 6 that was causing higher-than-normal flow rates; the Water Maintenance crew excavated and repaired the damaged line.
- Performed multiple tractor repairs during the month, including: Cleaning and restoring the A/C blower system, which was clogged. Unclogging the fuel line, which had been causing engine shutdowns. Repairing the lighter plug for power accessory use.
- Provided operator training for Quantavius on the Monthly Discharge Monitoring Report (DMR) system in accordance with EPD requirements and continued instruction on plant operations toward operator qualification.
- Mitchell Ray Perritt Jr. completed the Water Distribution System O/M, System Hydraulics & Flushing course (6 CE hours) via Zoom on 9/24/2025.
- Cleared fallen trees along the sampling paths leading to creek monitoring points.
- Detected a leak from the prison air relief valve; the prison's contractor, Ranger, repaired the valve on 9/10/2025.
- The flow meter for Fields 1-5 has failed and a replacement has been ordered. It will not arrive until mid-October.



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Natural Gas Report

- A propane line was struck off Dixie Street while foundation work was being done for a new home. Staff were called to the site to assist.
- Responded to a call regarding the smell of gas at a residence at John Irwin Road. The odor was determined to be caused by normal venting during cold mornings.
- Responded to a leak at New Street caused by a ¾" nipple that had been installed without thread tape or pipe dope. The fitting was repaired, and service was restored.
- A school bus ran over an old gas meter at the bus depot, causing gas to blow. The crew used steel squeeze-offs to stop the leak and then repaired the damaged line.
- The department has received a large number of locate requests due to ongoing fiber installation projects throughout the city. A total of 116 locates were completed in September.
- Georgia Power is actively replacing power poles within city limits, requiring additional coordination from staff.
- Gas Department staff (CJ, Tony, Ray, and Amanda) completed training with the Municipal Gas Authority this month.
- A Public Service Commission (PSC) meeting was held to address fines totaling \$10,000. The PSC outlined specific areas that must be corrected as soon as possible, including:
 - Old unlocatable service lines on Ghetts Street and at the odor house.
 - Old non-locatable lines supplying city schools.
 - A cathodic protection issue on Reese Street.
 - Five high-pressure farm taps along Highway 15, each carrying approximately 350 PSI to residential areas.



City of Sparta – October 8, 2025 Council Meeting Report

Animal Shelter Report

- Staff performed daily kennel cleaning and sanitation procedures, including bleaching, rinsing, and odor control. Dogs received daily enrichment through regular walks and structured playtime. All animals were provided with consistent feeding, fresh water, and daily treats. Comprehensive documentation was maintained, including daily logs, shelter activity records, and detailed medication administration logs with dosages and treatment schedules. Staff also monitored and responded to all shelter-related communications, including emails and coordination requests.
- Reached out to stores about donations of food and other regularly needed items.
- Posted updated photos of adoptable dogs for the shelter's Facebook page and website.
- Successfully trapped and removed the female Lab at the vacant property on Maiden Lane on September 23, 2025, which had been continually breeding and producing litters of puppies.
- A dog trap was stolen from Maiden Lane, where it had been placed by animal control officers to help manage a growing issue with stray dogs in the area. Despite efforts to locate the equipment, it has not been recovered, and the incident has been reported to local authorities.
- Received a donation from Miss McNair at Paw Prints of Grovetown, Ga consisting of 40 bags of dog food a full pallet, valued at \$1,200, on September 13, 2025.
- The Department of Agriculture recently reached out regarding the seizure of a large number of dogs from Washington County as part of an ongoing investigation. Due to the volume of animals involved and the need for temporary housing, the department has requested assistance from nearby shelters. As a result, Sparta Animal Shelter was asked to be a designated backup facility to house a portion of the seized dogs until their court date is determined.



City of Sparta – October 8, 2025 Council Meeting Report

Administrative Report

- Pothole repairs were completed by Southern Asphalt in early October.
- The Service Line Inventory is scheduled to begin on October 6 and continue through November 6.
- The Fire Department was awarded a 2024 FEMA AFG application for 35 sets of SCBA tanks with alarms and respirators valued at \$260,952.30. FEMA agreed pay \$248,526.00 with the City paying a matching \$12,426.30.
- Traffic Control training was completed on September 30, 2025, with 11 staff members participating from Public Works, Water Distribution, and Sewer Collection crews.
- FEMA obligated the following project amounts:
 - \$93,797 for Emergency Protective Measures (Sewer Reimbursement)
 - \$28,352.30 for Citywide Road Damages (Britt Street, Hancock Street, Johnny Britt Road, Intake Road, and signs/cones reimbursement)
 - \$133,888.61 for Storm Drain and Drainage Pipe repairs (Spring Street, County Monument, Stubwood/Burnette area, JLK, and Pine View)
 - \$9,870 for sidewalk repairs at Adams Street and Boland Street.
- GIRMA issued a check for \$28,571.09 for City Hall repairs. Work is scheduled to begin in October 2025.
- Applied for Operation Roundup funding to support the 2nd Annual Christmas Event.
- Met with USDA to discuss a pre-planning SEARCH grant for future projects.
- Continued weekly meetings with FEMA. All project submissions have been completed and are now progressing through the final review stages.
- Coordinated with the Water Plant and EMI regarding the planned plant upgrades. Bid openings were held in September and are currently under review.
- The bid for the Wastewater Lift Station rehabilitation and replacement project has been posted to Georgia Procurement and will close on November 11, 2025, at 2:00 PM.
- Applied for a DCA Hurricane Helene grant to repair storm drains from Poweltown Avenue to Lewis Street and potentially rehabilitate the old groundwater tank for backup use.
- Continued development of the five-year capital outlay plan for budgeting and grant funding across all departments.