



City of Roswell

38 Hill Street
Roswell, Georgia 30075

Meeting Minutes Public Safety and Public Works Committee

Mayor Jere Wood
Council Member Nancy Diamond
Council Member Rich Dippolito
Council Member Kent Igleheart
Council Member Jerry Orlans
Council Member Betty Price
Council Member Becky Wynn
City Administrator Kay Love

Tuesday, December 14, 2010

4:00 PM

Room 220

(Immediately following the Administration and Finance and Recreation and Parks committee meeting)

Meeting was called to order at 4:04 p.m.

CALL TO ORDER/ROLL CALL

- Present:** 5 - Council Member Nancy Diamond; Council Member Rich Dippolito; Council Member Kent Igleheart; Council Member Betty Price and Council Member Becky Wynn
- Absent:** 2 - Mayor Jere Wood and Council Member Jerry Orlans

Staff Present: Kay Love – City Administrator; Michael Fischer – Deputy City Administrator; Julia Luke – Finance Director; Jeff Pruitt - Administrator of Park Services; Police Chief Ed Williams; Fire Chief Ricky Spencer; David Davidson - City Attorney; Keith Lee – Director of Strategic Planning & Budgeting; Julie Brechbill - Community Relations Manager; Alice Wakefield - Community Development Director; Bill Keir - Economic Development Manager; Clyde Stricklin – Land Development Manager; Janet Liberman - Environmental Programs Manager; Nick Pezzello - Stormwater Coordinator; Police Officer James Pitts; and Marlee Press – Executive Assistant to Council

Minutes of the November 9, 2010 committee meeting were approved.

Fire

1. Monthly Mutual Aid Report

- Chief Spencer presented the mutual aid report for November 2010. For the month of November Roswell received 16 times and Roswell gave 11 times. For the year so far, Roswell received mutual aid 171 times and gave 156 times.
- Councilmember Wynn asked how the arrangement is going with Sandy Springs and Chief said it is working out very well.

Chief Spencer will update the committee monthly on mutual aid.

2. Report on the Public Information Meeting that was held regarding locating a Fire Station at Big Creek Park

- A Public Information meeting was held at East Roswell Park Recreation Center on November 30th regarding locating a fire station on city owned property in Big Creek Park. There were approximately 95 people in attendance excluding City staff and elected officials. Staff has received 43 surveys with the following responses to the question regarding whether a fire station should be constructed at Big Creek Park: 17 yes, 1 not sure, 25 no.
- Kay Love said the Recreation Commission has been apprised of Big Creek as a potential location. She said the next step would be to take this to the Recreation Commission at their next meeting. There is a Master Plan in place for Big Creek. That Master Plan will need to be updated if there is a desire to move forward with this as a potential location. She added that preliminary design will then need to begin.
- Councilmember Price asked if there are other parameters that staff was going to evaluate these locations on. Kay Love said the parameters are impact and who it impacts and how many it impacts, response time, staying within that central location on property that the city already owns and looking at the footprint of the building - how it would best fit on a site. She said those are the basic parameters already looked at without respect to any issues that they may run into topographically or site improvement wise. They haven't gotten to that point yet. Councilmember Price asked if any kind of preliminary design on both sites will be done first. Kay Love said that is not staff's recommendation. If Council directs them to they will but staff feels that would be money ill spent since Big Creek is a more ideal location for the fire station and that is also Chief's recommended location.

A motion was made by Council Member Nancy Diamond, seconded by Council Member Becky Wynn, that this move forward with the recommendation from Chief Spencer for the Fire Station to be located at Big Creek Park. The next step will be for Councilmember Igleheart to present this to the Recreation Commission. After that, the preliminary design and engineering process will begin. Councilmember Price also requested to get a ballpark figure for the cost of a one story and two story building. Staff will bring this back to the 1/11/2010 committee meeting with some more information. The motion carried by the following vote:

In Favor: 4 - Council Member Diamond; Council Member Dippolito; Council Member Igleheart and Council Member Wynn

Abstain: 1 - Council Member Price

Police

3. Consideration to renew the Medical Contract for the Roswell Detention Center in the amount of \$142,698.20

- *CorrectHealth Roswell, LLC established a two year contract beginning June 2008 with the City of Roswell Detention Center in the amount of \$137,873. Based on the contract terms, in June 2010 the contract defaulted to a month-to-month service. Renewal of an annual contract with CorrectHealth Roswell, LLC will include cost effective in-house healthcare services to inmates of the Jail, to include all professional medical , mental health, related health care and administrative services for the inmates, regularly scheduled sick call, nursing care, regular physician care, medical records management, pharmacy/prescription supply and services management, administrative support services, and other services.*
- *CorrectHealth has a nurse at the detention center 8 hours a day, 4 days a week.*

A motion was made by Council Member Becky Wynn, seconded by Council Member Nancy Diamond, that the renewal of the medical contract with CorrectHealth Roswell, LLC be placed on the Mayor and City Council agenda for 12/27/2010. The motion carried by the following vote:

In Favor: 5 - Council Member Diamond; Council Member Dippolito; Council Member Igleheart; Council Member Price and Council Member Wynn

4. Discussion of Crime Free Housing - Guidance

- *There was discussion of developing levels of partnering in the Crime Free Housing Program (CFHP). By creating options for different levels of participation in the program the hopes are to have the communities begin to compete, and increase the overall levels of participation. The goal is to have at least 75% of all communities within the City of Roswell reach the highest tier of participation, which is full certification with the CFHP.*
- *The Crime Free Housing Program is a national program that Council authorized that the PD could participate in almost 2 years ago. An apartment complex can apply for this certification. Councilmember Wynn asked why do some of the multi-units not want to participate. Officer Pitts said some of them think that the PD is trying to take over. Also some of the complexes find the lease addendum difficult to work through and very strict. Officer Pitts said they are also working on a mentoring program between the apartment complexes.*
- *Councilmember Dippolito said this is a good program and the apartment community could get some benefit from participating in this program and this would be good for their advertising.*

A motion was made by Council Member Becky Wynn, seconded by Council Member Nancy Diamond, that the PD keep moving forward with this Crime Free Housing program. Staff will put the program together in order for the city to recognize and acknowledge the local apartment communities and managers that are working with the PD on this program. When staff has put everything together, this will come to a future Council meeting for approval. The motion carried by the following vote:

In Favor: 5 - Council Member Diamond; Council Member Dippolito; Council Member Igleheart; Council Member Price and Council Member Wynn

5. Discussion of the Street Renaming Project - Guidance

- *During the September 14, 2010 Committee meeting, Committee approved changing only the names of the streets where there was resident support and those which resulted in no comments at all, and not change the names of streets where the residents object.*
- *The City has notified residents of both similarly named streets for which the City is considering no change, and that they may be affected by potential confusion. The City has also notified residents of streets which are recommended for change.*
- *The following street names are recommended for change at this time:*
 - Park Ridge Lane (Roswell Creek Apts.) - change to Roswell Creek Lane and Roswell Creek Circle*
 - Cherry St. - change to Cherry Way*
 - Plum Street - change to Plum Tree Street*
 - Walnut Street - change to Walnut Lane*
 - Bircham Way S. - change to Bircham Way*
 - Crabtree Drive East - change to Crabtree Drive*
 - Crabtree Drive West - change to Crabtree Drive*
 - Creekwood Crossing East - change to Creekwood Crossing*
 - Creekwood Crossing West - change to Creekwood Crossing*
- *The City has concluded an education campaign by way of Town Hall Meetings that notified residents of the possibility of confusion in street names during a 911 calls. The residents have been informed of the importance of mentioning the subdivision name in which their street is located in the event of an emergency.*

A motion was made by Council Member Nancy Diamond, seconded by Council Member Rich Dippolito, that these street name changes be placed on the Mayor and City Council agenda for 12/27/2010. Transportation staff will also look at adding numbers to the signs to show which direction an address is. The motion carried by the following vote:

In Favor: 5 - Council Member Diamond; Council Member Dippolito; Council Member Igleheart; Council Member Price and Council Member Wynn

Public Works

6. Consideration of the final payment for the purchase and installation of the truck scales for the City of Roswell Transfer Station in an amount not to exceed \$73,575, and approval of a Budget Amendment in the amount of \$73,575

- *During the awarding of the Hembree Transfer Station Service Contract on June 15, 2009, Mayor and City Council approved payment of the upfront costs to have truck scales installed at the entrance of the Transfer Station Center, in lieu of amortizing costs through disposal fees. The payment of \$73,575 is for the purchase and installation of the truck scales. The scales installation and upgrade were completed in November 2010. This upgrade now allows the sanitation operations to have onsite records of how much waste is collected by each sanitation service (residential/commercial).*
- *Upon approval of the Budget Amendment, funding in the amount of \$73,575 will be available in Cost Center 451F, Account 541200, project 11ENV015-Transfer Station Scales.*

A motion was made by Council Member Nancy Diamond, seconded by Council Member Becky Wynn, that this final payment and budget amendment in the amount of \$73,575 be placed on the Mayor and City Council agenda for 12/27/2010. The motion carried by the following vote:

In Favor: 4 - Council Member Diamond; Council Member Dippolito; Council Member Price and Council Member Wynn

7. Consideration of repairs/Cured In Place Pipe (CIPP) lining of a 42" stormwater pipe draining to a pond adjacent to Settindown Drive and consideration of Budget Amendment in the amount of \$40,000 for the repair and lining of the pipe and headwall

- *A 42" City stormwater pipe along Settindown Drive in Foxhall Subdivision needs repair: The headwall discharging to a detention pond has collapsed and the pipe is deteriorated. The resident at 1640 Settindown Drive has dammed a detention pond by concreting the outlet, and the City owned pipe system is backfilled with water and sediment. The pond, whose outlet is located on the Foxhall Subdivision golf course property, is full of water due to the blocked outlet. A preliminary report shows the pipe carrying capacity to be blocked approximately 60% for half of its total length, and recommends draining the water from the pond, restoring the pond back to its original design and lining the corrugated metal pipe.*
- *The pipe has remained submerged with a buildup of sediment for a number of years leading to serious degradation of the corrugated metal pipe. The professionals at Reynolds Inliner have stated that repair and CIPP lining of the pipe need to occur immediately due to the above stated circumstances and the close proximity to the road.*
- *This project is unfunded in the Stormwater Fiscal year 2011 budget. Funds will be required above those already earmarked for Capital Projects. Accordingly, if approved \$40,000 of Fund Balance will be utilized. Capital Contingency: 1585CP-579002-09NON002 currently has \$85,050 available to program.*
- *Councilmember Dippolito asked why the golf course is not paying for this repair. He said it seems to be a private property issue and they should pay for it. Kay Love said staff can contact the golf course. Councilmember Wynn agreed that this needs to be fixed but the city should bill them.*

A motion was made by Council Member Becky Wynn, seconded by Council Member Betty Price, that this repair and budget amendment be placed on the Mayor and City Council agenda for 12/27/2010. Staff will be in contact with the golf course where this problem occurred and tell them what the cost will be to drain the pond and repair the headwall in order for the city to recoup some of these repair costs. Staff was requested to do that so they have the option to do the repair work themselves. Staff was also requested to give them a deadline of when this work needs to be done. The motion carried by the following vote:

In Favor: 4 - Council Member Diamond; Council Member Dippolito; Council Member Price and Council Member Wynn

8. **Approval to establish billing rates associated with the Stormwater Utility Program.**

Presented by Stuart Moring, Director

- *In 2008, Mayor and Council approved creation of a Stormwater Utility program with a fee to be based on the amount of impervious area on each property in the City. However, the billing rates were not established at that time. The fee per Equivalent Runoff Unit (ERU) -- 4,100 square feet of impervious area -- was proposed as \$3.95 per month.*
- *The proposed rate structure of the Stormwater Utility will include five (5) classes of customers that will consist of the following:*
 - (1) Residential Tier 1 Customers (up to 3,400 sq ft of impervious area) - \$2.57 per month*
 - (2) Residential Tier 2 Customers (3,401 sq ft to 4,950 sq ft of impervious area) - \$3.95 per month*
 - (3) Residential Tier 3 Customers (4,951 sq ft to 10,000 sq ft of impervious area) - \$5.92 per month*
 - (4) Residential Tier 4 Customers (greater than 10,000 sq ft of impervious area) - \$3.95 per ERU (4,100 sq ft)*
 - (5) Non-Single Family Residential Customer (schools, churches, shopping, condos, etc.) (specific to impervious surface for that parcel) - \$3.95 per ERU (4,100 sq ft)*
- *A program of Credits was established for both Residential and Non-Residential properties to provide fee reductions in exchange for certain documented beneficial practices.*
- *Along with the Stormwater Utility fee, there is proposed a reduction of Sanitation fees for all property accounts, amounting to the equivalent of 1.0 ERU for residential properties, and 3.0 ERU for non-residential properties. Billing will begin in July 2011, or as soon thereafter as practicable. This program will generate approximately \$2,800,000 in revenues to the Stormwater Utility Fund in the first fiscal year, net revenue reduction to the Solid Waste Fund of approximately \$1,290,000 and the City General Fund will contribute to the Stormwater Utility Fund.*

A motion was made by Council Member Becky Wynn, seconded by Council Member Nancy Diamond, that the proposed rate structure of the Stormwater Utility be placed on the Mayor and City Council agenda for 12/27/2010. The motion carried by the following vote:

In Favor: 4 - Council Member Diamond; Council Member Dippolito; Council Member Price and Council Member Wynn

9. **Consideration to amend Article 24.5, Water and Sewer, of the Code of Ordinances of the City of Roswell**

- *In order to comply with State law and the Metro North Georgia Water Planning District (MNGWPD), the City of Roswell is required to update its outdoor watering rules during non-drought periods in Ordinance 24.5.31. In addition, per MNGWPD Plans, the City is required to adopt a new car wash ordinance for all new conveyor-type car washes requiring the recycling of water and statement in the sewer section of the ordinance which addresses private decentralized waste water systems.*

A motion was made by Council Member Rich Dippolito, seconded by Council Member Becky Wynn, that the amendment to Article 24.5 of the City Code be placed on the Mayor and City Council agenda for 12/27/2010. The motion carried by the following vote:

In Favor: 4 - Council Member Diamond; Council Member Dippolito; Council Member Price and Council Member Wynn

10.

Consideration of a Budget Amendment for the Recycling Center in the amount of \$8,000 to complete a building used to hold bales of materials that are awaiting shipment

- *This installation is part of a general improvement project at the Recycling Center and consists of a 34' x 72' prefabricated building. Construction costs of the detention pond improvements exceeded expectations and this building could not be constructed with staff resources.*
- *Funds will be transferred from the Baler Replacement Project in the amount of \$8,000 to the Roswell Recycling Center Building Improvement Project.*

A motion was made by Council Member Becky Wynn, seconded by Council Member Nancy Diamond, that this budget amendment in the amount of \$8,000 be placed on the Mayor and City Council agenda for 12/27/2010. This installation is part of a general improvement project at the Recycling Center and consists of a 34' x 72' prefabricated building. The motion carried by the following vote:

In Favor: 4 - Council Member Diamond; Council Member Dippolito; Council Member Price and Council Member Wynn

Meeting adjourned at 7:34 p.m.