

**CITY OF ELBERTON**  
**REGULAR MEETING OF THE MAYOR AND COUNCIL**  
Monday, December 4, 2023 – 5:30 p.m.

Pursuant to due call and notice thereof the meeting of the Mayor and Council convened at 5:30 p. m. on Monday, December 4, 2023 in the Council Chamber of the Municipal Building, 203 Elbert Street with Mayor Graves presiding.

Present were: Council Members Butler, Burton, Colquitt, Prince and Parham; City Manager Dunn, City Clerk Churney and City Attorney Jenkins.

Mayor Graves called the meeting to order and led the assembly in the Pledge of Allegiance. City Attorney Jenkins led the assembly in prayer.

Council Member Butler motioned to approve the minutes of the October 2 meeting, seconded by Council Member Burton, and the motion passed unanimously (Butler, Burton, Colquitt, Prince, Parham).

There were no speakers from the floor scheduled to speak. There were no Ordinances or Resolutions to consider at the meeting.

Council Member Parham motioned to adopt the Consent Agenda, seconded by Council Member Colquitt and the motion passed unanimously (Butler, Burton, Colquitt, Prince, Parham).

1. Approved the alcoholic beverage licenses for calendar year 2024.

<b>No</b>	<b>Business Name</b>	<b>Business Location</b>
1	3 Reinas Taqueria, LLC	113 N. McIntosh Street
2	AJ Foodmart	3 Adams Street
3	Granite Nation, LLC (was Bills)	243 College Ave
4	Edwards Package Store, Inc. dba Tae Saeng Kang Yi	583 Elbert Street
5	El Rinconcito Michoacano	304 Elbert Street
6	Elberton Country Club, Inc.	1101 Country Club Rd
7	Deepsiddhi, Inc. dba Elberton Package	409 Elbert Street
8	Elbertorium Gas, LLC dba Petro Food Mart	310 Elbert Street
9	Elks Club #1100	1008 Country Manor Ln
10	Flat Tire Bar & Grill, LLC	17 N. Oliver Street
11	Georgia CVS Pharmacy, LLC dba CVS/Pharmacy # 3776	232 Elbert Street
12	The 81 Group, LLC dba Elberton Texaco	211 N. Oliver Street
13	IAK, Inc. dba Richard's Restaurant	19 N. McIntosh Street
14	Imperial Event Venue & Lounge, LLC	245 College Ave
15	JJ & B Foodmart No 1 LLC	118 N. Oliver Street
16	JP Elberton	604 Elbert Street
17	Keshav Group, LLC dba Kenny's Korner Store	971 Elbert Street
18	Krupa Raj, Inc. dba West Elbert Package	255 College Ave
19	La Fogata	235 Elbert Street
20	Quickfill Food Mart, LLC	434 Elbert St.
21	Reetixa, LLC dba Quickway of Elberton	883 Elbert Street
22	Samuel Elbert Hotel / DDA (Restaurant & Bar)	4 S. Public Square
23	Shakti Food Mart, Inc.	351 N. Oliver Street
24	VFW Post 5456	1004 Calhoun Falls Hwy
25	Walgreens #11166	18 College Ave
26	Wal-Mart #1701	955 Elbert Street
27	Zorain, LLC dba Super Gas	625 Elbert Street

2. Accepted the minutes, decisions and recommendations of the November 20 Elberton Planning Commission Meeting.
3. Accepted the November 7, 2023 Municipal General Election results for Council Member Ward 3, as follows: 28 votes for Troy Colquitt (incumbent) and 15 votes for Kendra Jones with a total of 43 votes received during the election.
4. Authorized the closing of various streets on Friday, January 5 for the Twilight Stroll sponsored by the Elbert County Chamber of Commerce.

City Manager Dunn presented the following reports:

1. Financial Report ending October 31, 2023.
2. Monthly departmental report, as follows:

**CITY CLERK:**

The department submitted the Annual Comprehensive Financial Report for the fiscal year ending June 30, 2023 to the Tax and Expenditure Center at the Carl Vinson Institute of Government as required by Georgia Law.

The department submitted the Special Purpose Local Option Sales Tax (SPLOST) projects report for the year ending June 30, 2023. O.C.G.A. 48-8-122 requires this report to be published in the newspaper no later than December 31 of each year.

The department submitted alcoholic beverage license renewals for 2023 to council this month.

The Sister City program hosted delegates from Mure-cho, Japan for the 40<sup>th</sup> anniversary.

The Municipal General Election was held November 7 to elect a Council Member from Ward 3. Incumbent Troy Colquitt was reelected with 28 votes to Kendra Jones' 15 votes. A total of 43 votes were cast during the election, which was an 8% of voter turnout.

The annual illegal immigration reporting requirements for 2023 was submitted to the Georgia Department of Audits & Accounts. This is an extensive reporting required by the State of Georgia every year.

The department submitted the EEO-4 data collection report for the fiscal year ending June 30, 2023 to the U.S. Equal Employment Opportunity Commission.

**FIRE DEPARTMENT:**

The Fire Department responded to 51 Alarm Calls for the month of November, 2023. These calls consisted of 27 Medical Emergencies, 1 Building Fire, 7 Vehicle Accidents, 9 Aircraft Standbys, 1 Camper Fire, 1 Wild land Fire, 1 Grass Fire, 1 Flammable Liquid Spill, and 3 False Alarms. The Fire Department conducted 365 hours of in-house training.

**BUILDING INSPECTIONS:**

The Building Inspection Department issued 6 permits from October 26<sup>th</sup> to November 27<sup>th</sup> which included 5 Building Permits and 1 Sign Permit.

During this same period there were 2 Electrical Inspections, 1 Plumbing Inspections, 2 Demo Inspection, 7 Building Inspection, 4 Roofing Inspections, 1 Driveway Inspection, and 1 Mechanical Inspection.

**POLICE DEPARTMENT:**

The Elberton Police Department released their monthly activity for the month of October 2023. The department recorded:

- 967 Calls for Service
- 330 Vehicle Traffic Stops
- 95 Incident Reports were filed
- 212 City Court cases made
- 27 Traffic accidents were investigated

- 48 People were arrested for various charges
- 5 Person was arrested for Driving under the Influence
- 188 Department Training Hours

The Group A crimes of the (NIBRS) National Incident Based Reporting System are sent to the FBI on a monthly basis. The Group A crimes for **October 2023** are as follows:

	<u>October</u>	<u>September</u>
Kidnapping:	2	0
Rape Offenses:	1	0
Robbery:	0	0
Assault:	14	11
Arson:	0	0
Burglary:	2	1
Larceny/Theft:	9	0
Motor Vehicle Theft:	0	0
Counterfeiting/Forgery	0	4
Fraud Offenses:	4	1
Stolen Property Offenses:	0	0
Destruction/ Damage/ Vandalism:	6	2
Drug Offenses:	2	10
Weapons Violations:	0	0
Animal Cruelty:	0	2
Sex Offenses:	0	0
Prostitution Offenses:	0	0

**WATER & SEWER:**

The crew abandoned an old 2 inch galvanized main and ran a new HDPE line to feed two meters on Lake Forest Circle. The crews raised valves ahead of the street pavers. The crews installed a new water tap and meter at 1609 Melody Lane. The crews continued surveying material type on city and customer side of water service lines as mandated by the Georgia EPD to meet new Lead and Copper Rule Revisions.

**ELECTRIC:**

During the month of November the Electric Department installed a new pole and connected a new underground service for the MedNow urgent care center on Elbert St. The department installed 2 underground services for homes on Lithia Springs Road and Railroad Street. The department finished building the overhead line for the second new poultry farm on Limo Road.

**GAS:**

The Natural Gas Department activated service to the first poultry farm on Limo Road, and completed the installation to the second farm. The new main line and regular station on Mineral Springs Road was pressurized and activated. The Department is continuing to perform the annual leak survey required by federal regulations.

**PUBLIC WORKS:**

Along with monthly routine maintenance, the Street Department began to prep the area for the concrete pad at the new training facility for the Fire Department on Calhoun Falls Hwy.

**ELBERT THEATRE & ELBERTON ARTS CENTER:**

There were 27 events at the Elbert Theatre & Arts Center from Nov. 1-21 including Encore Productions' *A Gift to Remember* rehearsals and *Pippin* auditions; *Killers of the Flower Moon* & *Trolls Band Together* movies; ETF's *The Lion, the Witch and the Wardrobe* open reading, and a Christmas Movie Field Trip.

Approximately 527 patrons visited the Elbert Theatre & Elberton Arts Center during this period.

**MAIN STREET ELBERTON:**

Main Street held its annual Granite City Fall Festival on Saturday, November 4<sup>th</sup> from 9 a.m. to 3 p.m. We had the band Big Teach to perform from 11 a.m. to 2 p.m. We had over 100+ vendors signed up for this year’s event.

12 Days of Christmas Cash kicked off on Friday, November 10 and was extended an additional week due to us having to postpone our annual Candle Light Shop Night that was to be held on Tuesday, November 21 and was moved to the following Tuesday, November 28 due to rain. Over 20 local craft vendors registered to participate with this annual event with an L3 Baton performance, pictures with Santa, carolers etc.

**ELBERT HOTEL:**

The latest occupancy statistics are as follows:

	<u>FY20</u>	<u>FY21</u>	<u>FY22</u>	<u>FY 23</u>	<u>FY24</u>
July	47.2%	31.4%	39.4%	23.8%	40.4%
August	50.2%	33.9%	40.0%	37.2%	47.0%
September	50.1%	31.5%	40.1%	48.0%	46.7%
October	39.5%	34.0%	46.7%	53.9%	55.3%
November	41.0%	31.5%	49.0%	53.6%	
December	30.3%	20.8%	36.3%	38.0%	
January	21.9%	28.9%	23.5%	40.6%	
February	33.1%	32.7%	39.2%	40.5%	
March	19.2%	32.7%	41.0%	51.9%	
April	4.7%	38.5%	46.8%	60.0%	
May	10.5%	43.7%	49.9%	59.7%	
June	19.8%	38.5%	41.5%	39.8%	
AVERAGE	30.6%	33.2%	41.1%	45.6%	47.4%

November’s occupancy will complete the month around 59%, continuing the high occupancy this fall. Thanksgiving night had 96% occupancy, and several other nights in November also had occupancy above 90%. UGA home footballs game weekends have typically filled to 100% occupancy this fall including Saturday, November 11. We expect occupancy to drop in December and January for the winter season as has been seen in prior years.

3. Discussion of the process to review the zoning code.

City Attorney Jenkins gave a report on Dilapidated Housing.

There were no matters to be considered by Council.

Mayor Graves asked to move into executive session for the purpose of discussing or deliberating upon the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic officer or employee as permitted by O.C.G.A. 50-14-3. Council Member Butler motioned to close the meeting, seconded by Council Member Colquitt, and the motion passed unanimously (Butler, Colquitt, Burton, Parham, Prince).

Council Member Butler motioned to move out of executive session and reconvene the regular meeting, seconded by Council Member Burton, and the motion passed unanimously (Butler, Colquitt, Burton, Parham, Prince).

Mayor Graves stated that no action was taken.

There being no further business to come before Council, upon proper motion and second the meeting was adjourned.