



**CITY OF TOCCOA**  
**CITY COMMISSION**  
**MINUTES • JANUARY 22, 2024**

**Planning Meeting**

**City Commission/Court Room**

**12:00 PM**

92 North Alexander, Toccoa, GA 30577

**I. BEGIN WITH LUNCH**

**II. CALL TO ORDER**

Attendee Name	Title	Status	Arrived
Terry Carter	Vice Mayor	Present	
Gail Fry	Mayor	Present	
Evan Hellenga	Commissioner	Present	
Ron Matheson	Commissioner	Present	
Michelle Jamieson	Commissioner	Present	
Fredda O. Wheeler	City Manager	Present	
John Dickerson	Attorney	Absent	
Beth Rider	City Clerk	Present	

**III. WELCOME BY MAYOR FRY**

Commissioner Fry welcomed all Department Heads to the Planning Meeting.

**IV. PRESENTATION BY CARTER AND SLOOP**

Alex Wiseman from Carter and Sloop gave a presentation on the following:  
 Water Model and what it would take to get Banks County up and going. Banks County will help fund model.

Lake Yonah permits will renew in June and will need updated yield analysis and mapping information.

Davidson Creek priority is dredging

Lake Toccoa needs to be dredged and repair existing dam.

Existing Water Treatment Plant needs:

Motor replacement for backwash pump

Motor replacement for surge tank air compressor

Additional clearwell storage

Chemical disinfection, currently using chlorine gas needs to be converted to liquid disinfectant

Discussion of a new water treatment plant

Sludging and chemical disinfection are immediate needs.

Mayor Fry asked for a lump sum to see what the cost would be and funding sources.

Mr. Wiseman stated he would have a report by the next work session in February.

**V. GOAL SETTING BY DEPARTMENT**

1. Utilities

Mr. Harry Scott, Utilities

Toccoa Natural Gas South Goals:

New Equipment needs

System upgrades & Compliance

## Housekeeping:

Sell scrap cars and retired equipment currently being stored on Toccoa Natural Gas Shop property.

## Personnel:

Recruit, hire, train and retain quality personnel to fill rosters

## Toccoa Natural Gas Northern Division Goals:

Install automatic Meter Readers (ERT)

Two mile main extension around Wide Horizon to Prentiss Bridge Rd.

5,000 foot main extension south on 441 from Stekoa Rd Falls to Seed Tick Rd.

Build emergency training center at NC DOT yard in Franklin, NC

New F150 4x4 meter reading/service truck

Purchase new Subsite Locator to replace old McLaughlin G2 locator

## Right-of-Way Goals:

New Service truck F-250/F350

Three personnel

## Water Distribution Goals:

Continue grading at warehouse to make room for Police Dept. impound cars and material storage

Replace galvanized water mains and services

Route changed over to radio read meters

Needs Track Hoe

Needs 2 F350 4x4 service trucks to replace two trucks

Need small truck to replace Ford Ranger On Call truck

## Water Treatment Plant Goals:

Begin plant upgrades while beginning process of building a new plant

Dredge Davidson Creek

Dredge Lagoons

Prepare for updated lead and copper rules

Develop Water System Model

Replace online Turbidimeters with modern equipment

Integrate more of the plant and outside water stations to VT SCADA

Replace boards in Over-Under Flocculators

Replace both check valves at Dick's Hill and replace pump #2 at Dick's Hill

New meter display for Raw Water Meter

Develop long term plans for Yonah Raw Water Pumping Station

## Wastewater Goals:

Maintain compliance with EPD permit mandates at Eastanollee Creek and Toccoa Creek

Have two trainee operators pass the class III license exam

Replace Ford 2000 tractor

Replace w-75

Utilize the Trimble GIS equipment and achieve 75% mapping of sanitary sewer system.

**RESULT: PRESENTATION**

2. Public Works

Randy Smith, Public Works Goals:

Entered into Intergovernmental Agreement with Stephens County to resurface City streets using LMIG and SPLOST funds.

Banked money for FY24 LMIG for future paving projects.

Collier Road project should be open by February

Schaefer Court Drainage project - boxes are choking water and needs 30 inch all the way through will complete this year

Discussed Paul Anderson Park road

Complete portion of downtown Greenspace project

Increase Solid Waste rates

Fill vacancies to have full staff

**RESULT: PRESENTATION**

3. Police

Jimmy Mize, Police Department Goals:

Upgrade RMS and camera system

Continue working toward a paperless system

Continue to promote officer and citizen relationships through Community Outreach Programs

Improve Community Safety and Awareness for all citizens

Continue to work with Code Enforcement to help address blight and help with the homeless throughout the City.

**RESULT: PRESENTATION**

4. Human Resources

Jan Crawford, Human Resources Goals:

Continue to promote the Wellness Incentive Program

Apply for Safety Grants for purchasing items \$10,000 for Liability and \$9,300 for Worker's Comp

Continue to schedule training for employees, Defensive Driving, employees can use on their personal insurance

Mandatory Drug & Alcohol training January 29<sup>th</sup>

**RESULT: PRESENTATION**

5. Fire

Chief Jeff Haslup and Frankie Dietz, Fire Department Goals:

Need a 40 foot Conex box for a burn room for training

Need a roof repairs at both locations  
 Need a large computer monitor for plan reviews  
 Early retirement for emergency services

**RESULT: PRESENTATION**

6. Finance

Becky Bohannon, Finance Goals:

Clean Audit for 2024  
 Stay compliant with all Federal funding requirements  
 Continue to contribute to reserves for repayment and growth  
 Continue to work with Utilities on installing Automated Meter Reading hardware

**RESULT: PRESENTATION**

7. Community Development

Jeremy Ward, Kristen Deal, Misty Richardson, Community and Development Goals:

Chapter 24 Zoning Code was written in 1985 and needs to be updated and revised, checked with an outside source at \$40,000.  
 Capital Improvement Project Ritz Theatre Annex addition to be completed by the end of 2024  
 Complete construction of Tugalo Street Greenspace Project by June 2024  
 Complete the Georgia ReLeaf tree planting  
 Complete the E. Foreacre Street improvements  
 Locate one multi-family housing development or hotel development near downtown  
 Recruit one brewery and one restaurant to the downtown district  
 Enact simplified Downtown Development Plan that includes a Public Arts section and Entrepreneurship Development strategies  
 Develop new strategies to increase audience and revenue at the Ritz  
 Continue season 8 of Night at The Ritz series  
 Successfully oversee Toccoa's 150<sup>th</sup> Anniversary Celebration  
 Develop new strategies to increase attendance at City events  
 Renovations for new floor in Reflections  
 Increase revenue at Reflections

**RESULT: PRESENTATION**

8. General Items of Interest

No comments

**VI. TOUR CITY HALL**

**VII. OTHER ITEMS OF DISCUSSION**

**VIII. ADJOURN**

The Planning Meeting was adjourned by Mayor Fry at 4:30 PM

*Gail Fry*  
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Mayor  
*Beth Linder*  
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City Clerk