

**City of Holly Springs
City Council Work Session
Meeting Minutes
April 15, 2024**

Elected Officials Present: Mayor Steven W. Miller, Mayor Pro Tem Michael Roy Zenchuk II, Councilman Kevin Moore, Councilman Jeff Wilbur, Councilwoman Dee Phillips and Councilman Kyle Whitaker.

Staff Present: Alicia Argo from the City Attorney's Office, City Manager Robert H. Logan, City Clerk/Human Resources Director Karen Norred, Finance Director Denise Lamazares, Communications and External Affairs Director Erin Honea, Community Development Director Nancy Moon, Accounting Specialist Becky Bruce, Assistant City Clerk/Records Manager Lou Stewart, Chief Tommy Keheley, Deputy Chief Greg Clyburn, and Information Technology Manager/Facilities Manager Ron Carter.

I. Call To Order

Mayor Miller called the meeting to order.

II. Public Comments

No public comments were made.

III. New Business

- A. Discussed change order number 004 from Magnum Contracting, LLC for the City of Holly Springs Barrett Memorial & Taylors Farm/Barrett Springs Parks Improvement Project, RFB #2023-02
- B. Discussed a proposal from Sawnee EMC to install additional lighting in Barrett Memorial Park near the pavilion and playground
- C. Discussed a proposal from Sawnee EMC to install additional lighting in J. B. Owens Park along the hard surface walking trail back to the bridge and deck in the rear of the property
- D. Discussed renewal of the Property and Liability Coverage with Georgia Interlocal Risk Management Agency (GIRMA)
- E. Discussed renewal of the Pollution Liability line of coverage with Georgia Interlocal Risk Management Agency (GIRMA)
- F. Discussed renewal of the Municipal Workforce AD&D line of coverage with CV Starr
- G. Discussed renewal of the Off-Duty Liability line of coverage with Lexington Insurance Company

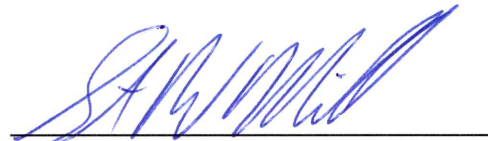
- H. Discussed renewal of the Excess Crime line of coverage with Hanover Insurance Company/Allmerica
- I. Discussed renewal of the Excess Cyber Liability line of coverage with Berkley Insurance
- J. Discussed renewal of the Terrorism & Sabotage line of coverage with Hiscox
- K. Discussed the release of performance and maintenance bonds for Bright Meyers Sasser Storage 2, LLC, Crest Brooke subdivision Phase 1 and Phase 2, and Spring Meadows subdivision Phase 2B
- L. Discussed a resolution to accept and authorize streets to become publicly maintained streets in Crest Brooke subdivision, Phase 1 and Phase 2
- M. Discussed a resolution to accept and authorize streets to become publicly maintained streets in Spring Meadows subdivision, Phase 2B
- N. Discussed letter of support for the fifty (50) unit townhome community proposed to be built by Habitat for Humanity North Central Georgia and to ratify the Mayor Pro Tem's signature
- O. Discussed a service agreement between Cook's Pest Control and the City of Holly Springs, Georgia for the property located at 150 Stringer Road
- P. Discussed quote #25402 from Stealth Video for the replacement of existing security cameras at City Hall and the Public Safety building, with the addition of four (4) new cameras

IV. Reports

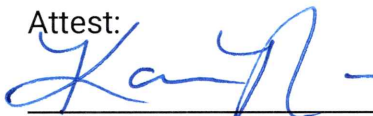
V. Adjournment

Mayor Pro Tem Zenchuk made a motion to adjourn the meeting. Councilman Moore seconded the motion. Motion carried 5-0.

Respectfully submitted.



Steven W. Miller, Mayor

Attest:


Karen Norred, City Clerk
(Seal)



**City of Holly Springs
City Council Business Meeting Minutes
April 15, 2024**

Elected Officials Present: Mayor Steven W. Miller, Mayor Pro Tem Michael Roy Zenchuk II, Councilman Kevin Moore, Councilman Jeff Wilbur, Councilwoman Dee Phillips and Councilman Kyle Whitaker.

Staff Present: Alicia Argo from the City Attorney's Office, City Manager Robert H. Logan, City Clerk/Human Resources Director Karen Norred, Finance Director Denise Lamazares, Communications and External Affairs Director Erin Honea, Community Development Director Nancy Moon, Accounting Specialist Becky Bruce, Assistant City Clerk/Records Manager Lou Stewart, Chief Tommy Keheley, Deputy Chief Greg Clyburn, and Information Technology Manager/Facilities Manager Ron Carter.

- I. Call To Order**
Mayor Miller called the meeting to order.
- II. Pledge Of Allegiance**
Mayor Miller led the Pledge of Allegiance.
- III. Invocation**
Mayor Pro Tem Zenchuk gave the Invocation.
- IV. Presentation**
Employee Recognition – One Year of Service
Lou Stewart

Councilman Whitaker made a motion to move Unfinished Business Items A through H and New Business Items A through R to the Consent Agenda. Mayor Pro Tem Zenchuk seconded the motion. Motion carried 5-0.

- V. Consent Agenda**
 - A. March 4, 2024 Work Session Minutes
 - B. March 18, 2024 Work Session and Business Meeting Minutes

Unfinished Business Items

- A. A resolution authorizing the submittal of the GDOT Local Road Assistance Administration Grant (LRA) application

- B. A resolution obligating American Rescue Plan Funds (ARPA) (Coronavirus State and Local Fiscal Recovery Funds) from the U.S. Department of Treasury in the amount of \$5,766,604 for the purpose of Government services
- C. Municipal Services Agreement between Cherokee County, Georgia and the City of Holly Springs, Georgia for Animal Control and Impoundment Services
- D. Time Extension Request #2 from C. W. Matthews for a new contract completion date of July 19, 2024; concerning the Holly Springs Parkway Widening Project Phase II, RFB #2021-02
- E. A Software as a Service Subscription Agreement between Pronto Consulting, LLC and the City of Holly Springs, Georgia
- F. An Agreement for Monitoring Services between ProntoTrak, Inc. and the City of Holly Springs, Georgia
- G. ServiceWise Electric quote #8462, to install a meter box for Karen Johnson Barnett Park located at 937 Taylors Farm Court, in an amount not to exceed \$1,750 and to ratify the City Manager's signature
- H. Memorandum of Understanding (MOU) between the City of Holly Springs Police Department and the Cherokee County Sheriff's Office for the collaborative capabilities and readiness for Special Weapons and Tactics (SWAT) Teams

New Business Items

- A. Change order number 004 from Magnum Contracting, LLC for the City of Holly Springs Barrett Memorial & Taylors Farm/Barrett Springs Parks Improvement Project, RFB #2023-02, in an amount not to exceed \$7,500
- B. Proposal from Sawnee EMC to install additional lighting in Barrett Memorial Park near the pavilion and playground, in an amount not to exceed \$3,211
- C. Proposal from Sawnee EMC to install additional lighting in J. B. Owens Park along the hard surface walking trail back to the bridge and deck in the rear of the property, in an amount not to exceed \$11,734
- D. Renewal of the Property and Liability Coverage with Georgia Interlocal Risk Management Agency (GIRMA)
- E. Renewal of the Pollution Liability line of coverage with Georgia Interlocal Risk Management Agency (GIRMA)
- F. Renewal of the Municipal Workforce AD&D line of coverage with CV Starr

- G. Renewal of the Off-Duty Liability line of coverage with Lexington Insurance Company
- H. Renewal of the Excess Crime line of coverage with Hanover Insurance Company/Allmerica
- I. Renewal of the Excess Cyber Liability line of coverage with Berkley Insurance
- J. Renewal of the Terrorism & Sabotage line of coverage with Hiscox
- K. Release of Bright Meyers Sasser Storage 2, LLC for Stormwater Performance Bond #2316260, and Landscaping Performance Bond #2316261; Stormwater Maintenance Bond #2316262 and Landscaping Maintenance Bond #2316263
- L. Release of Crest Brooke subdivision Phase 1 Maintenance Bond #0740549 and Phase 2 Maintenance Bond #30105301
- M. Release of Spring Meadows subdivision Phase 2B Maintenance Bond #800042836
- N. Resolution to accept and authorize streets to become publicly maintained streets in Crest Brooke subdivision Phases 1 and 2
- O. Resolution to accept and authorize streets to become publicly maintained streets in Spring Meadows subdivision Phase 2B
- P. Letter of support for the fifty (50) unit townhome community proposed to be built by Habitat for Humanity North Central Georgia and to ratify the Mayor Pro Tem's signature
- Q. Service agreement between Cook's Pest Control and the City of Holly Springs, Georgia for the property located at 150 Stringer Road
- R. Quote #25402 from Stealth Video for the replacement of existing security cameras at City Hall and the Public Safety building, with the addition of four (4) new cameras, in an amount not to exceed \$22,648

Councilwoman Phillips made a motion to approve the Consent Agenda. Councilman Wilbur seconded the motion. Motion carried 5-0.

VI. Unfinished Business

Items A through H were moved to the Consent Agenda.

VII. New Business

Items A through R were moved to the Consent Agenda.

VIII. Reports

IX. Adjournment

Mayor Pro Tem Zenchuk made a motion to adjourn the meeting and move into executive session for the purpose of real estate. Councilwoman Phillips seconded the motion. Motion carried 5-0.

EXECUTIVE SESSION

•Real Estate

Respectfully Submitted.



Steven W. Miller, Mayor

Attest:



Karen Norred, City Clerk
(Seal)

