



Agenda
City Council Work Session
June 6th, 2023
6:30pm

Baldwin Courtroom, 155 Willingham Avenue, Baldwin, GA 30511

Acting Mayor Alice Venter, Council Member Larry Lewallen, Council Member Theron Ayers, Council Member Stephanie Almagno, and Council Member Maarten Venter were all in attendance.

Call Meeting to Order

Acting Mayor Alice Venter called the meeting to order at 6:35 pm

Action: A motion was made by Stephanie Almagno to strike Item #1: MOU for Fire Truck from the agenda and bring it forward at the next council meeting with a second by Maarten Venter. Motion Carried 4-0.

Public Hearing

HCDA Annexation Request Ordinance [#2023-05124A](#)

Acting Mayor Alice Venter recapped the Habersham County Development Authority's annexation request for a 3.87-acre piece of property that was left out of the 2014 annexation into what is now the Airport Business Park.

Acting Mayor Alice Venter opened the public hearing at 6:40 pm.

In Opposition: None

In Favor: None.

Old Business

New Business

1. **MOU for Fire Truck**
2. Improvements to Courtroom

Court Clerk Susan Newsom presented Council with costs of proposed improvements for the courtroom. One of the changes is purchasing new chairs that can be sanitized and stacked in the event there's a need for more space during court. Fire Chief Roy confirmed the courtroom's capacity is 120 people, and the proposed number of chairs to purchase is 100. With the court getting significantly busier, and the need for a third court on the horizon, more chairs are needed in order to comfortably accommodate everyone. Another proposed improvement is adding credenzas and a desk on the left-hand side of the room. This would provide a place for the solicitor to sit during court and for CAO Emily Woodmaster during council meetings.

Council was in consensus to bring this item forward at Monday's council meeting.

3. Justice One Contract

Newsom presented a proposed contract with Justice One, composed of two items. First, because the police department is using different software, Newsom and court staff are using that software to handle all tickets and information. Newsom is requested to change to a "read only" contract with Courtware/Justice One, where no new information can be added, but she would be able to access any information from the police department's side. The cost would be \$250.00 per month out of the police department's budget. This is not a binding contract, so the City can either extend or withdraw early from the contract if necessary. To Newsom's knowledge, there is no way to pull the information from Courtware, negating the need to pay to access the information. City Attorney Bubba Samuels had not reviewed the contract as of this work session, however, Newsom stated that this proposed contract can be changed and has no expiration. Newsom will be asking the Justice One contact to be present at Monday's council meeting.

Second is a proposal for the court software with Justice One to add to Azure. Justice One will automatically run any software updates, and any time there's an issue with Courtware or Azure, Justice One will take care of it, and Newsom won't have to contact ACNS. The cost per ticket will also be reduced from \$20 to \$11, which comes from the offenders, not the City.

Council was in consensus to bring this item forward at Monday's council meeting.

4. Ratify Valvoline Decision

Patrolman Dakota Foster recapped to Council a situation regarding his patrol car. Foster took the Chevy Tahoe to have the oil changed at the Valvoline in Cornelia. Later while assisting Habersham County with a call, his oil pressure dropped, the engine seized, and the Tahoe had to be towed. There was some issue with the oil filter (a recall has been issued) and the gasket folded in, resulting in oil leaking out and the engine shutdown. The repairs are being completed by Hayes Automotive, with whom Baldwin already holds a contract, however, certain services like oil changes are less expensive at Valvoline. Valvoline is covering the cost of repairing the vehicle, a \$500 contingency, and the cost of the tow. A release was signed, stating that Valvoline would pay the \$9,714.07, and releasing Valvoline from any further responsibility for the damages. It was confirmed that switching to Hayes Automotive does not affect the City's vehicle leasing program or warranties and whatever work Hayes does will be warrantied. As this is a legal contract, it must be brought before Council and ratified.

Council was in consensus to bring this forward at Monday's meeting.

Acting Mayor Alice Venter closed the public hearing at 7:06 pm.

Announcements


- a. The Piedmont Library System Pop Up Rolling Library will be set up at the Farmers' Market in Baldwin from 11 am – 12:00 pm this Friday and every Friday through the end of July. We encourage all our residents, especially those with children, to come and check out or return books. This is available to anyone with a PINES library card. Cards can be issued on site for those that do not currently have one. Additionally, those attending the Pop Up Rolling Library with children will also receive food bags courtesy of the Food Bank of Northeast Georgia.

- b. Join us for The Baldwin Water War this Saturday June 10th from 2:30 – 4:30 pm at Mitchell Gailey Park! Bring your water guns and a towel and join us to kick off summer vacation and beat the heat! We will have some water guns to share, but if you have your own, please bring it so as many people possible can participate. Sign up today at City Hall, on the Facebook event, or email baldwinevents@cityofbaldwin.org

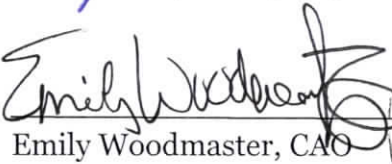
- c. City offices will be closed Monday, June 19th, in observance of Juneteenth.

Adjournment

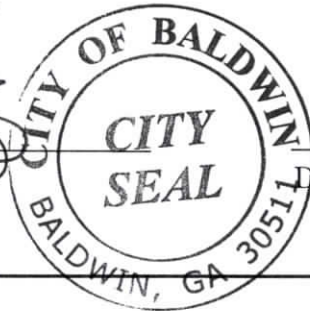
Action: A motion was made by Theron Ayers to adjourn the meeting with a second by Maarten Venter. Motion Carried 4-0 at 7:22 pm.



Alice Venter, Acting Mayor



Emily Woodmaster, CAO





Date Approved by Council