

**REGULAR COUNCIL MEETING  
CITY OF SKY VALLEY, GEORGIA  
AUGUST 23, 2016  
TUESDAY, 10:00 AM  
696 SKY VALLEY WAY (LODGE)**

**AGENDA**

**CALL TO ORDER**

**INVOCATION/PLEDGE OF ALLEGIANCE**

**SPECIAL BUSINESS**

Swearing in of newly elected official

**APPROVAL OF MINUTES**

July 26, 2016 Regular Council Meeting

**ADOPTION OF AGENDA**

**MAYOR'S REMARKS**

**COUNCIL REMARKS**

**CITY MANAGER & DEPARTMENT REPORTS – EXCEPTIONS AND QUESTIONS**

**NEW BUSINESS**

- Approval of hiring of Garrett Holbrooks –PT Public Works and waiver of nepotism policy
- Approval of Dakota Foster – FT Police Department and approval to buy out contract with Sheriff's office
- Mud Creek/Estatoah Creek Name
- Approval of radar use on Highway 246
- Approval of change for Georgia Power Street light locations
- Consider Resolution Declaring Property Surplus
- Nomination & selection of one Planning & Zoning Commission Member to fill vacancy

**PUBLIC FORUM AND GENERAL COMMENTS**

**ADJOURNMENT**

**REGULAR COUNCIL MEETING  
CITY OF SKY VALLEY, GEORGIA  
JULY 26, 2016  
TUESDAY, 10:00 AM  
FELLOWSHIP HALL, 817 SKY VALLEY WAY**

**MINUTES**

Mayor Goodgame called the meeting to order.

Those present: Mayor Goodgame, Council President Lively, Councilors Howard, MacNair, and Steil, City Manager Lapeyrouse, and City Clerk Cantrell.

Hollie Steil gave the invocation. Mayor Goodgame led the Pledge of Allegiance.

Councilor Howard made a motion to approve the minutes of the June 14<sup>th</sup> Regular Meeting, 2<sup>nd</sup> Council President Lively, unanimously approved.

Council President Lively made a motion to approve the minutes of the July 8<sup>th</sup> Special Meeting, 2<sup>nd</sup> Councilor Steil, unanimously approved.

Councilor Howard made a motion to adopt the agenda, 2<sup>nd</sup> Council President Lively, unanimously approved.

**MAYOR'S REMARKS**

Mayor Goodgame said that a couple who were very active participants in Sky Valley for a long time have sold their home and are moving closer to Atlanta to live near family. He read a letter from Liz Carr resigning from Council effective Friday, July 22<sup>nd</sup>, the same day they closed on the sale of their house. He said that David Carr had also previously served on Council.

The visitor center is very busy with people stopping in. He said that he talked to a family from Valdosta at the zip-line in Scaly who stayed in Sky Valley while they were here. The marketing efforts are paying off as he hears many people say they saw the City's Facebook page and website. He said that more homes are selling, and he is very excited to see the home values coming back.

**COUNCIL REMARKS**

Councilor Howard said it is good to see so many people here this morning to participate in their city's government. He said that he and his wife also talk about Sky Valley when they meet people on trips. He encouraged everyone to do that when given the opportunity.

Councilor Steil thanked everyone who helped make the annual Independence Day Celebration such a success. Mayor Goodgame said that the golf pro said they had 500 rounds of golf over that weekend.

Council President Lively thanked everyone for coming to the meeting, and thanked Megan Studdard from the Tribune for her work attending meetings and putting articles about Sky Valley in the Tribune. He said this is her last week working with the Tribune.

## **CITY MANAGER & DEPARTMENT REPORTS – EXCEPTIONS & QUESTIONS**

City Manager Lapeyrouse said that the Planning and Zoning Commission has a meeting scheduled for August 22<sup>nd</sup> at 9:00 AM in the Lakeside Room to continue work on the Tree Ordinance. She asked people to attend the meeting and give their input, ideas, and suggestions for the Tree Ordinance.

Lapeyrouse reported on the visitor's center, website, and Facebook page.

Chief Mason reported that the Pro Shop was broken into. He said there were no signs of forced entry, and it is currently under investigation by the GBI. He added that we are not able to give any additional information at this time.

Councilor Howard asked about the number of traffic stops. Chief Mason said that many accidents on Hwy 246 are due to people driving too fast for conditions and failure to maintain lane. He said that once the cause of accidents is identified, they focus on preventing that cause.

## **NEW BUSINESS**

- Appointment of Councilmember to Fill Vacancy Created by Liz Carr's Resignation

Mayor Goodgame opened the floor for the Council to make nominations to fill the vacancy. Council President Lively said that he would like to nominate someone who is very active in the community, Liz Morley, 2<sup>nd</sup> Councilor Steil. Mayor Goodgame asked for any other nominations. There being no other nominations, Mayor Goodgame called for the vote. The motion passed unanimously.

- HR Express – Agreement with GMA

Mayor Goodgame said that this is a new program offered by the Georgia Municipal Association to help provide training to our staff on human resources. City Manager Lapeyrouse gave additional information on the program highlighting the online training available to keep current on labor laws. It is \$500 per year, and we are eligible for a \$250 reimbursement. She recommended us participating in this program because it will help us keep current with human resource regulations. Councilor Howard made a motion to approve, 2<sup>nd</sup> Councilor Steil. Councilor Steil asked about the grant program. City Manager Lapeyrouse said that we apply for the grant annually. The motion passed unanimously.

## **PUBLIC FORUM & GENERAL COMMENTS**

Don Haney said that he notices police cars sitting around with no people in them and asked why. Mayor Goodgame said that as traffic has increased, there are more accidents, and we are seeing an increase in people speeding and changing lanes illegally. He said that because we only have one officer on duty at a time, the police car sitting helps provide a police presence so that people know we do have patrolling officers. He said that previously, we purchased two used vehicles that have been incredibly high maintenance, and these two vehicles were patrolling 12 hours a day every day. He explained that the Council determined it would be a better option for each officer being assigned a vehicle, and having four vehicles will help lessen the wear and tear on the vehicles.

Chief Mason added that the empty vehicle is a deterrent for speeding and also to stop at stop signs. He said we have a lot of running and walking activity through Sky Valley, and it is also important to make sure drivers stop at stop signs.

A resident asked about police department training. Chief Mason reported on training offered to officers.

Jim Curtis asked about the work on Alpine Drive. City Manager Lapeyrouse said that the County is finished with building the shoulder. She said that we have washed and swept the road trying to clean up and make it look nicer. They did sow grass seed, and if it does not take, we will re-seed. We will also be addressing the wash-out areas.

Council President Lively asked Chief Mason to explain what POST is. Chief Mason said it stands for Police Officer Standards and Training Council adding that officers are required to have 20 hours of continuing education per year, and that since he is a POST certified trainer, he will be able to offer officers much more training than required.

Council President Lively asked for an update on training available to citizens. Chief Mason said that Hollie Steil is getting a group together for firearms training.

### **EXECUTIVE SESSION**

Meetings when discussing or deliberating upon the appointment, employment, compensation, hiring, disciplinary action, or dismissal, or periodic evaluation or rating of a public officer – as per OCGA § 50-14-3(6)

Councilor Howard made a motion to move into executive session, 2<sup>nd</sup> Council President Lively, unanimously approved. Mayor Goodgame said that we will reconvene regular session after the executive session if anyone wants to stay.

Councilor Steil made a motion to reconvene regular session, 2<sup>nd</sup> Council President Lively, unanimously approved.

Councilor MacNair made a motion to approve Ella Fast as the new City Clerk, 2<sup>nd</sup> Councilor Howard, unanimously approved.

Councilor MacNair made a motion to adjourn, 2<sup>nd</sup> Councilor Steil, unanimously approved.

Respectfully submitted:

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Hughel Goodgame, Mayor

Attested:

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Mandi Cantrell, City Clerk



# CITY MANAGER'S REPORT

August, 2016

## *Announcements –*

### **Sky Valley Fallfest**

Sky Valley Fallfest is scheduled for Saturday, October 22<sup>nd</sup>. The Marketing Committee is working diligently to finalize all of the details. We will be looking for volunteers for that day. If you have any interest in helping out for a couple of hours, please let us know.

We are still accepting vendor participation applications. The registration fee is \$25. You must provide your own tent, table and chairs.

### **Hay Bale Displays**

This fall, the Hay Bales to be displayed are going to be painted and decorated as a community-wide effort. We need 10 or more groups to adopt a Hay Bale. Groups can be Clubs, Churches, Realtors, Artists, Companies, Friends or Subdivisions. Each design should include a sign depicting the name of your group. A People's Choice Award will be voted on by attendees at the Sky Valley Fallfest. Groups will have wide discretion in developing the design of the hay bale. We want this to be fun for the whole community and something we can expand on each year. A conceptual design should be submitted to the City at which time a location will be best matched and assigned. One large round bale of hay and two small square bales will be provided by the City. Additional hay, props and paint will be the responsibility of each group. Solid base color painting can be provided for each group if requested.

### **City Election**

There are two Council members whose terms expire in 2016. There will be a General Election on November 8, 2016. The two candidates receiving the most votes city-wide will be elected for a two-year term. Voter registration shall be open until October 11, 2016. Advanced voting will begin October 17, 2016 and will be located at the Rabun County Elections Office, 19 Jo Dotson Circle, Clayton, GA 30525. On Election Day, November 8, 2016, voting will be held at City Hall, 3444 Highway 246, Sky Valley, GA 30537.

### **Labor Day Holiday**

City Hall will be closed in observance of Labor Day on Monday, September 5, 2016. Garbage will be picked up Tuesday, September 6th.

### **Website – [www.skyvalleyga.com](http://www.skyvalleyga.com)**

Our website is full of a variety of information for visitors and citizens. We have a visitor's guide with information on the area, and we also have the business side including meeting minutes ordinances, forms, permitting requirements, event information, contact information, etc.. Last year we had over 32,000 unique visitors to the website. This year, we have had 20,720 unique visitors to the website, including 2,770 during the month of July.

### **E-Mail and Crisis Communication**

The City's e-mail distribution list is used frequently to keep everyone informed during inclement weather and for current events. This is our best way of staying connected with the residents. We also utilize a phone system for relaying urgent information. If you are not on these lists, please contact City Hall or sign up through the home page on our website.

### **Facebook – [www.facebook.com/skyvalleyga](http://www.facebook.com/skyvalleyga)**

The City's Facebook page has a total of 1,426 followers with 12 new followers added during the month of July. If you have not "liked" us on Facebook yet, please do and suggest our page to all of your Facebook friends. We share information, links and many pictures on Facebook. We would love to have you share your favorite Sky Valley experiences and pictures on our page.

### **Visitor Center**

The Sky Valley Visitor Center opened for the year on April 4<sup>th</sup>. So far this year, we have had the opportunity to greet 1,055 visitors, including 419 during the month of July. Our longest distance travelers came from the states of Texas, Missouri, Pennsylvania, Indiana, Michigan and Kansas. International travelers included visitors from Curacao, Ireland and Australia. The hours for the Visitor Center are Monday – Saturday from 9 AM to 4 PM.

### **Personal Transportation Vehicles (PTVs)**

Registered PTVs through the City are the only legal golf carts that can be used on city streets outside of a designated cart lane. Please visit the city's website at [www.skyvalleyga.com](http://www.skyvalleyga.com) for required safety equipment, application and PTV regulations.

### **Short-term Rentals**

It is mandatory that every person engaging in short-term rentals on their homes of 10 days or less to register with the city clerk. If you have not done this yet, I urge you to contact City Hall immediately. Each rental within the City limits of Sky Valley is required to submit a monthly tax return by the 20th of the month for rentals during the previous month. An operator who fails to make any return or to pay the amount of tax will be assessed penalties and interest.

### **Housing & Development & Code Enforcement**

#### **Grass, Weeds, Trees & Other Vegetation**

Weeds or grass allowed to grow to a height greater than 12 inches on average, or any accumulation of dead weeds, grass, or brush, that may provide safe harborage for rats, mice, snakes and other vermin constitutes a public nuisance.

Trees, shrubs, bushes and other vegetation that obstructs the safe passage or line-of-sight of motorists or pedestrians at an intersection or driveway connection with a public street or along any street also constitutes a public nuisance.

The City receives complaints from time to time of these types of nuisances on private property. If we find that there is a public nuisance that exists in violation of our ordinances, our Code Enforcement Officer will write the property owner a letter advising them of the nuisance and giving them notice to abate the nuisance. If necessary, the City will file an action in the municipal court to abate the nuisance. Please understand that this process takes time.

#### **Recreational Vehicles, Boats and Similar Vehicles**

All motor homes, recreational vehicles, travel trailers, boats and similar items may be stored inside a residence, garage or carport of any home or business as long as the item is entirely enclosed, covered and out of site. Otherwise, such items may be parked at a Sky Valley residence for no more than forty-eight hours for the purpose of unloading and loading.

## **Permits**

The building inspector wants to remind everyone that work done on your home may likely require a permit. The inspector has come across a number of jobs that did not have the appropriate permits. When in doubt, please contact the Building Inspector's Office or City Hall. If you are found to be doing work without a permit, your first offense will subject you to a penalty fee equal to double the cost of the permit, a \$50 minimum. The homeowner is ultimately responsible for making sure his/her contractors obtain the necessary permits. Permits are required for, but not limited to, all structural, mechanical, electrical, plumbing, soil & erosion, roofing, decking, stairs, concrete, tree cutting, additions and remodeling. Many repair permits have no cost associated with them but are still required and will still be subject to the penalty fee if they are not properly obtained.

## **Public Works**

### **Tree Cutting/Trimming/Topping**

Please don't forget that any tree with a trunk that is 8" or more in diameter or 25" or more in circumference at 18" above the ground requires a permit for cutting, trimming & topping.

Please note that native shrubbery, trees and undergrowth such as mountain laurel, rhododendron, rare wildflowers, ferns, etc. are protected within the City of Sky Valley. Clear cutting or the removal of all trees or native vegetation is prohibited in excess of a 10' x 10' area without a permit.

You are allowed to remove limbs from a tree up to twelve feet above the ground without a permit. If you had to obtain a permit to cut, it would not qualify for city chipping service. Contractors are responsible for the removal of all tree cuttings and debris within fourteen days.

### **Chipping Service**

The City provides 15 minutes of chipping service to every homeowner each month at no cost. Chipping service is then provided at a rate of \$100/hour for any time exceeding the first 15 minutes. Cuttings must be less than 8" in diameter and must be stacked in one direction on the right-of-way, out of the road and not in an area that will block culverts or otherwise impede storm water drainage. We cannot chip small yard debris, vines, thorn bushes, small shrubbery clippings, railroad ties, landscape timbers, or similar type items. The chipping service is designed for limbs and small trees only. All other yard waste must be bagged.

### **Leaves and Yard Waste Pick-up**

Yard waste is collected separately from household garbage. Please call City Hall to let us know you have yard waste to be picked up. Yard waste shall be bagged and placed for pickup within 5 feet of the roadway. Please do not mix household garbage in with this material.

### **Mulch**

Mulch from our chipping service is available for purchase from the City for \$25 per load delivered.

### **Water**

Don't forget that we offer automated bank draft for water/garbage billings. Please contact Alyssa Mullins at City Hall to sign up for this service. Remember, your account will automatically be drafted for the total amount due each month. You will still receive a paper bill so that you can continue to audit the water usage and billing amount each month.

### **Solid Waste**

Household garbage is picked up on Mondays and recycling on Thursdays unless otherwise posted. Please do not put garbage out on Thursday. If you need to dispose of garbage during the week, you are welcome to use the compactor on Knob Drive behind the postal facility.

Please note, if your underground cans are in disrepair, you will need to discontinue their use or replace them. We have a constant problem with untied bags and loose trash in the underground cans. If you are using an underground can, you should have a removable liner such as the one pictured here. If you do not have the liner that our garbage collectors can lift out of your underground can, you will need to discontinue use until replaced. This is for the safety of our garbage collectors.

The bears are very active this season. Don't forget that garbage should not be placed out for pick-up any earlier than the morning of the service. Animals scatter garbage even when put in the underground cans. Our garbage collectors are not responsible for picking up any garbage that is not properly bagged once they arrive. The compactor at the tractor barn on Knob Drive can be utilized when you need to take your garbage somewhere prior to a garbage collection day. This is especially important when your garbage contains food items. NO garbage other than regular bagged household garbage should be put out by the road or in any dumpster or compactor.

Any contractors or residents found dumping lumber, carpeting, paint, furniture, appliances, or any other non-bagged household garbage in the dumpsters or compactor will be cited and fined up to \$1,000. Construction debris and other such items should be hauled to the transfer station on Boggs Mountain Road in Tiger.

**Reduce... Reuse... Recycle...**

**Reduce the amount and toxicity of trash you throw away**

**Reuse containers and products**

**Recycle as much as possible and buy products with recycled content**



**POLICE DEPARTMENT ACTIVITY LOG**

INCIDENT	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2016 YTD	2015		2014
														Incomplete	Complete	
Fire	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	10
Medical Emergency	6	6	6	6	4	7	5						28	21	35	
Vehicle Accident	2	4	2	4	1	2	3						12	13	7	
Family Violence	0	0	0	0	0	0	0						0	2	1	
Fight/Assault	0	0	0	0	0	0	0						0	0	1	
Death/Suicide	1	0	1	0	0	0	0						1	0	3	
Missing Person	0	0	0	0	1	0	0						1	2	6	
Burglary/Break-In	0	0	0	0	0	0	2						2	1	1	
Theft	2	2	2	2	3	1	1						9	3	4	
Suspicious Activity	1	1	1	1	2	0	1						5	14	26	
Suspicious Person	0	0	0	0	0	0	0						0	3	4	
Suspicious Vehicle	2	0	2	0	0	0	1						3	5	24	
Alarm	0	2	0	2	0	0	0						2	0	12	
Investigation	1	1	1	1	2	0	2						6	0	3	
DUI/Public Drunk	0	0	0	0	0	0	0						0	0	0	
Drug Related	0	0	0	0	0	0	0						0	0	0	
Juvenile	0	4	0	4	0	0	0						4	0	0	
Traffic Control	3	5	3	5	5	8	6						27	20	14	
Traffic Stop	1	2	1	2	16	19	21						59	31	19	
Mutual Aid	2	4	2	4	2	2	4						14	9	38	
Animal	3	1	3	1	3	3	2						12	30	29	
Lost & Found	0	0	0	0	1	0	0						1	0	6	
Complaint	0	0	0	0	0	0	0						0	13	16	
City Ord. Violation	0	0	0	0	2	1	0						3	1	2	
Resident Assist	5	8	5	8	6	22	27						68	16	18	
Residence Check	8	37	8	37	47	46	61						199	36	0	
Business Check							210						210	0	0	
Welfare Check	3	0	3	0	0	0	2						5	9	11	
Visitor Escort	14	18	14	18	34	48	59						173	22	34	
Vehicle Assist	3	7	3	7	12	9	12						43	36	70	
Arrests	0	0	0	0	1	4	1						6	1	5	
Warnings	0	0	0	0	8	8	12						28	4	3	
Citations	0	0	0	0	8	11	9						28	3	9	
Total Calls	12	123	12	123	211	265	486						1097	140	561	
911 Calls	2	11	2	11	8	8	11						40	0	90	
Mileage	2934	3134	2934	3134	3558	3245	3418						16289	18152	37039	

## HIRING OF RELATIVES

### A. Definitions:

(1) Close relative may be formed through blood or marriage and includes any of the following: husband, wife, father, mother, brother, sister, son, daughter, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, grandchild or grandparent, step-parent, stepson, and stepdaughter.

(2) A "prohibited relationship" exists when an employee works together with another employee who is a close relative as defined above. A prohibited relationship also exists if two persons, who work together, have established a cohabitive relationship and share the same household.

### B. Provisions:

(1) Close relatives of employees of the City of Sky Valley may not be employed in any department where another close relative is serving in an immediate supervisory capacity.

(2) No employee may occupy a position that has direct influence over a member of his/her immediate family in matters of employment, promotions, pay, benefits, or any other related matters where favoritism could become an issue.

(3) An exception to this policy may be made only in situations where the employment:

(a) is for a temporary emergency situation.

(b) normally would not exceed thirty (30) working days in any calendar quarter.

(c) is for a highly technical, specialized, or demonstrably difficult to fill position.

(4) If a prohibited relationship predates this policy, the City will not require a job change on the part of the affected employee, but will seek to make an appropriate job change when the opportunity arises.

(5) If a subsequent marriage produces such a relationship, one of the affected employees must accept a transfer to another position in another department or division of equal status as soon as such position becomes available. The failure to accept a transfer as described herein may subject an employee to termination.

### **HIRING OF GARRETT HOLBROOKS – PT PUBLIC WORKS – SOLD WASTE COLLECTIONS**

Garrett Holbrooks is the son of James Holbrooks, Public Works Superintendent.

A copy of our nepotism policy is included in the agenda packet.

We do not normally ask for a waiver of this policy. In this case, we have been advertising for a part-time employee and for seasonal laborers all summer with no interest. Garrett would be working for \$9/hr with no benefits working with public works on solid waste collection. We are in critical need of additional help. We are falling behind in maintaining the right-of-ways due to pulling road crew employees over to cover solid waste collection.

### **HIRING OF DAKOTA FOSTER – FT POLICE DEPARTMENT OFFICER**

Dakota Foster has been working for the Rabun County Sheriff's Office at the jail since November, 2014. The Sheriff's Office paid for the officer to attend the Basic Law Enforcement Mandate Course (408 hours) including 11 weeks of salary, food and lodging. In exchange, the officer signed a contract to reimburse the Sheriff's Office if he did not stay with them for a specified amount of time (typically two years). The officer graduated from Basic Mandate in June.

The Sheriff is double checking his files, but has given me an estimate of \$9,000 to reimburse the County for the officer's training. Essentially, if the City agrees to buy-out his contract, we would reimburse the County and the officer would then be obligated to Sky Valley for at least two years. If the officer leaves within that two years, his new employer or the officer would have to reimburse the City. This amount is reflective of the amount we would spend to send someone else to the academy. This officer is familiar with Sky Valley, and we feel he would be a good fit for this community.

Currently, we have been covering this position with part-time help since January. Our part-time officer that we have been depending on heavily has resigned and is moving to Florida. We have had no other applicants for the officer position. Our other part-time officers work for other departments and are not available on a regular basis.

**RESOLUTION 16-\_\_\_\_\_**

**CITY OF SKY VALLEY**

**RESOLUTION DECLARING PROPERTY SURPLUS**

WHEREAS the below-described property is no longer necessary, useful or suitable for municipal purposes for the City of Sky Valley.

NOW, THEREFORE, BE IT RESOLVED that the following property be declared surplus and disposed of according to state statutes.

1986 Chevrolet Blazer, VIN 1G8ED18J9EF191378  
2011 Ford Fusion, VIN 3FAHP0HA6BR247981  
2010 Ford Fusion, VIN 3FAHP0HA0AR132064  
2004 Ford Explorer, VIN 1FMZU73K24UA54539  
Continental Cargo Trailer, VIN 4X4TSET241N017920  
1999 Ford Crown Victoria, VIN 2FAFP71W3XX239951

BE IT FURTHER RESOLVED that the Mayor and Finance Officer may do all acts necessary to dispose of this property according to state law.

It is so resolved and approved by vote of the City Council of the City of Sky Valley this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

Approved:

\_\_\_\_\_  
Hughel Goodgame, Mayor

Attest:

\_\_\_\_\_  
Ella Fast, City Clerk

**PLANNING & ZONING  
APPOINTMENTS BY YEAR**

**2013**

Steve Shepard	2013	2014	2015
Bob MacNair	2013		
Ray Brooker	2013	2014	
Dick Parrott	2013	2014	
Joel Dawkins	2013	2014	

**2014**

Steve Shepard	2014	2015	
Will Gurley	2014	2015	2016
Ray Brooker	2014		
Dick Parrott	2014		
Joel Dawkins	2014		

**2015**

Steve Shepard	2015		
Will Gurley	2015	2016	
Dan McAfee	2015	2016	2017
Tommy Tebeau	2015	2016	2017
Liz Morley	2015	2016	2017