

Approved by the City Council October 5, 2021

City of Young Harris

Regular Monthly Meeting

September 14, 2021

The Young Harris City Council met Tuesday, September 14, 2021, at 7:00 PM for the Regular Monthly City Council Meeting. Those present for the meeting were the Mayor: Andrea Gibby, City Attorney: Marvin Harkins; City Council Members: Matt Miller, Steve Clark, Terry Ingram, and Donald Keys; City Clerk: Nicolette Wade; Water Superintendent: Gary Willer; Finance Officer: Lisa Hoyle; Shawn Jarrard of the Towns County Herald; and Planning Commission Chairman Deb Edwards.

**Call to Order:** Mayor Gibby called the meeting to order at 7:03 PM stating that there was a quorum but John Kelley could not be here tonight.

**Agenda:** Mayor Gibby said two things needed to be added to the Agenda. Byers Well Drilling emergency repair invoice and High Street/Sunset bid for paving. Matt Miller made a motion to approve the Agenda with the added items, seconded by Donald Keys and approved unanimously. A copy of the corrected Agenda is attached and incorporated herein by reference.

**Approval of Minutes of Regular Monthly Meeting – August 3, 2021 – 7:00 PM:** Matt Miller made a motion to approve the Minutes of the August 3, 2021 Regular Monthly Council Meeting, seconded by Terry Ingram and approved unanimously. A copy of the Minutes is attached and incorporated herein by reference.

**Approval of Minutes of Water/Sewer Committee meeting – August 31, 2021 – 7:00 PM:** Matt Miller made a motion to approve the Minutes of the August 31, 2021 Water/Sewer Committee Meeting seconded by Steve Clark and approved unanimously. A copy of the Minutes is attached and incorporated herein by reference.

**Financial Report:** Lisa Hoyle went over the Financial Reports. The ARP money has been moved into a special account for those funds only. We received \$27,498.23 in Local Option Sales Tax for July. The Insurance Premium Tax will not come in until October. The repairs and maintenance for the parks was a little high. Most of the expense was Colwell moving dirt into the new park. The ARP fund balance is \$310,139.00. We received \$24,766.60 in SPLOST money for the month of August. Water fund revenues are down slightly. Water Fund has a positive cash balance of \$7798.69 for the month and \$40,785.20 for the year. In Wastewater expenditures were up partially because we are paying TWA \$8700 per month to run the plant due to the resignation of the plant operator. Also \$3080.75 is engineering fees paid to Turnipseed for the Watershed Report they completed and sent to the State. Wastewater showed a loss of \$14,035.83 for August and \$2,200.64 for the year.

Steve Clark asked about the \$9200 for a new fence at the Wastewater Plant and Mayor Gibby explained the City wanted to add dirt and extend the driveway and service road and make a larger turn around area for all trucks that have to enter the plant. The DOT moved the dirt for us at no charge. This was not part of the original road project.

the Ordinance and it will have to be followed by a public hearing and the second reading at the October Council Meeting. Steve Clark made a motion to schedule a public hearing for Tuesday, October 5 at 6:45 PM immediately preceding the October 5 Regular Monthly Council Meeting, seconded by Matt Miller and approved unanimously.

**Service Delivery Strategy/Hire a Building Inspector:** Marvin Harkins said the Service Delivery Strategy is required by the State of Georgia. It requires cities and counties to coordinate the way they deliver services. It has to be revised every 10 years. He went over a list of services that are included in the Service Delivery Strategy. As part of the new Strategy the county will no longer do building inspections for the city so the city will need to hire a Building Inspector. Attorney Harkins asked the Council to authorize Mayor Gibby to sign the agreed upon Service Delivery Strategy before it is submitted to the State. Donald Keys made the motion to authorize Mayor Gibby to sign the Service Delivery Strategy, seconded by Terry Ingram and approved unanimously.

There was a discussion about qualifications of a Building Inspector which will be discussed further after looking into qualifications and getting some names of possible inspectors. Attorney Harkins will have to change a statement on Page 3 of the current Fee Schedule to remove the statement of plumbing, mechanical, and electrical inspections and permits coming from Towns County.

**High Street and Sunset Paving:** Mayor Gibby said we have been approved by the DOT under LMIG to give us more money (approximately \$141,000) to pave High Street and Sunset so the Council needs to approve a bid package. Matt Miller made a motion to allow the Mayor and Attorney to compile a bid package for the paving of Sunset and High Streets, seconded by Donald Keys and approved unanimously.

**Byers Invoice:** Gary Willer asked the Council to approve a wireless control for the Stephens Road Booster Pump in the amount of \$3610.00 which is an emergency repair. Matt Miller made a motion to approve payment of the Byers Well Drilling Invoice, seconded by Donald Keys and approved unanimously. A copy of the invoice is attached and incorporated by reference.

**Mayor's Report:** The Mayor, Denise McKay, Deb Edwards, Steve Clark, and Matt Miller met with the Georgia Initiative for Community Housing. We are one of 7 site visits today to help us plan for affordable housing. Steve said it is essential that we have housing that people who work in local businesses can afford.

Sharp Memorial is having a Community Service Appreciation on Saturday from 10:00 to 12:00 in front of the church.

Mayor Gibby said they are still working on the logo for the website.

Deb Edwards said there is art at Peach State Bank and the Library that everyone should go look at. Mayor Gibby explained Deb is in the Placemaking Group and they are promoting local artists.

**Water/Maintenance Report:** Gary Willer reported the lead and copper results were in. The new city worker, Michael Raper is doing great.

Mayor Gibby told the Council that the meeting is adjourned.

Date: October 5, 2021

Andrea Gibby  
Andrea Gibby, Mayor

Attest: Nicolette Wade  
Nicolette Wade, City Clerk

**AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF YOUNG HARRIS, GEORGIA AMENDING THE RULES AND REGULATIONS FOR THE PROVISION OF WATER AND/OR SEWER SERVICE BY THE CITY OF YOUNG HARRIS, GEORGIA; TO ADOPT AN AMENDED MASTER FEE SCHEDULE; TO REPEAL CONFLICTING PROVISIONS; TO PROVIDE FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES**

WHEREAS, the City Council of the City of Young Harris, Georgia ("City Council") is authorized pursuant to the provisions of Art. IX, Section II, Paragraph III of the 1983 Georgia Constitution; and of O.C.G.A. § 36-35-3 to provide water and sewer services by way of utilities owned and operated by the City of Young Harris; and

WHEREAS, on September 5, 2017, the City Council enacted an ordinance adopting a Master Fee Schedule and repealing all fees and rates for City services, including for water and sewer rates and charges, previously adopted by the City Council to the extent that such fees and rates conflicted with the current fees and rates;

WHEREAS, the City Council finds that a periodic review of the fees and rates charged by the City for the provision of city services is essential to cover the costs borne by the city for providing those services, and that such fees and rates should be limited to the extent possible so as to not unduly burdening city taxpayers;

WHEREAS, the Master Fee Schedule has been amended multiple times since 2017;

WHEREAS, when any changes to the rates or fees charged by the City for water or sewer service are proposed, Section 26-82 (b) of the Young Harris Code of Ordinances requires the City Council to 1) provide notice to the public of such proposed changes, and 2) hold a public hearing prior to the adoption of such changes;

WHEREAS, the City Council finds that maintenance of a current and easily available Master Fee Schedule is essential to making such fees and rates more transparent to city taxpayers.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF YOUNG HARRIS as follows:

1.

That subsection (a) of Section 26-5 of the Code of Ordinances of the City of Young Harris regarding the provision of water and sewer service is hereby amended by deleting in its entirety the second sentence in said subsection (which reads: "No service charge, other than the connection fee referred to in Section 26-3, will be made for a five-eighths-inch by three-quarters-inch meter.") and adding a new sentence so that such subsection, as amended, shall read in full as follows:

- (a) The City shall run a distribution line to the property line where the consumer's service line exists or is to be constructed, immediately adjacent and parallel to the property to be served. If boring under a road is required to connect the consumer to the City's water or sewer system, the consumer shall be responsible for paying the actual costs of such boring in addition to the water and/or sewer connection fee.

2.

That the Master Fee Schedule currently in effect for the City is hereby repealed in its entirety, and replaced it with the Master Fee Schedule attached hereto and incorporated herein as **Exhibit A**;

3.

BE IT FURTHER ORDAINED that all fees or rates set forth in other ordinances or resolutions enacted by the City of Young Harris prior to the adoption of this Ordinance are hereby repealed to the extent that such fees or rates conflict with the provisions of this Ordinance;

4.

BE IT FURTHER ORDAINED that in the event that any of the fee and/or rate provisions of this Ordinance are found to be unconstitutional, unlawful, void or otherwise of no effect by a court of competent jurisdiction, then it is expressly the intent of the City Council that all applicable fee or rate provisions contained in ordinances or resolutions in effect immediately prior to the adoption of this Ordinance be revived and not repealed, and stand in full effect; and

5.

BE IT FINALLY ORDAINED that this Ordinance shall become effective upon its adoption.

[SIGNATURES ON NEXT PAGE]

SO ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Mayor, City of Young Harris

This ordinance was first read at the meeting of the Young Harris City Council held on the 14<sup>th</sup> day of September, 2021; the City Council held a public hearing on this matter on the \_\_\_\_\_ day of \_\_\_\_\_, 2021; and the ordinance was second read and was adopted by a vote of \_\_\_\_\_ for and \_\_\_\_\_ against at the City Council meeting held on the \_\_\_\_\_ day of October, 2021.

Attest: \_\_\_\_\_  
Nicolette Wade, City Clerk

# CITY OF YOUNG HARRIS

## 2021 Master Fee Schedule

### I. Miscellaneous Fees

Property Clearing, Simple (brush & trees)	\$100.00 plus cost of labor, supplies and equipment
Property Clearing, Complex (structure)	\$500.00 plus cost of labor, supplies and equipment, plus any costs associated with legal action
Business License	\$50.00
Business License, Late Fee (due when Business license is paid more than 30 days after date due)	\$25.00
Community Room Rental – City Resident	\$75.00/day which includes a \$25.00 Refundable Deposit
Community Room Rental – Non Resident	\$100.00/day which includes a \$25.00 Refundable Deposit
NSF Fee	\$35.00

### II. Planning and Zoning Fees

Rezoning (0 to 4.99 acres)	\$600.00
Rezoning (5 to 9.99 acres)	\$1,000.00
Rezoning (10 to 19.99 acres)	\$1,500.00
Rezoning (20 acres and up)	\$2,000.00
Modification of Zoning Condition	\$600.00
Zoning Text Amendment	\$500.00
Zoning certification letter	\$25.00
Special Use Permit (0 to 4.99 acres)	\$300.00
Special Use Permit (5 to 9.99 acres)	\$400.00
Special Use Permit (10 to 19.99 acres)	\$500.00
Special Use Permit (20 acres and up)	\$600.00
Variance – Major	\$500.00
Variance – Major (if filed concurrent with rezoning)	\$500.00 plus rezoning fee
Variance – Minor	\$150.00

<b>III. Development and Construction Fees</b>
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Sign Permit – Permanent	\$150.00
Sign Permit – Banner	\$25.00
Sign Variance	\$300.00
Sign Variance – Minor	\$75.00
Demolition Permit	\$100.00
Certificate of Occupancy	Set by/ Payable to County
Certificate of Occupancy, Temporary/Partial	Set by/ Payable to County
Certificate of Completion	Set by/ Payable to County
Land Disturbance Permit – Initial	\$350.00 + \$40.00 per acre
Land Disturbance Permit – Re-Submittal	\$200.00
Preliminary Plat Review – Initial	\$350.00 + \$5.00 per acre
Preliminary Plat Review – Re-Submittal	\$200.00
Construction Plan Review – Initial (with Preliminary Plat)	\$50.00
Construction Plan Review – Re-Submittal (with Preliminary Plat)	\$50.00
Construction Plan Review – Initial (without Preliminary Plat)	\$350.00
Construction Plan Review – Re-Submittal (without Preliminary Plat)	\$200.00
Final Plat Review – Initial	\$350.00 + \$5.00 per acre
Final Plat Review – Re-Submittal	\$200.00
Inspections outside of normal business hours	\$75.00 / hr. (minimum 2 hours)
Re-inspection Fee	\$50.00 / hr. (minimum 1 hour)
Inspections for which no fee is specifically indicated	\$50.00 / hr. (minimum 1 hour)
Use of outside consultant or expedited plan checking and inspections, or both	150% of normal fees (\$500.00 minimum)



**IV. Building Permit Fees**

Residential, New Construction (ex: dwellings, private garages, sheds, storage buildings)	\$500.00
Residential, Renovation or Addition – Major (defined as 40% or more of the original building valuation) (ex: attached patios, decks or sunrooms),	\$300.00
Residential, Renovation or Addition – Minor (defined as less than 40% of the original building valuation)	\$150.00
Non-Residential, New Construction (ex: businesses, churches, hotels, apartments, commercial and industrial),	\$750.00
Non-Residential, Renovation or Addition	\$300.00

**Note: Building permits are obtained from (and all fees are paid to) the City. Plumbing, Mechanical and Electrical inspections and permits are obtained from (and all fees are paid to) Towns County.**

<b>V. Water &amp; Sewer Fees</b>
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Security Deposits	
Water	\$100.00
Sewer	\$50.00

Water Rates				
Rate Classification	Minimum Bill	Minimum Volume/ gallons	Over Minimum	Incremental Volume/ gallons
Residential, Inside City (3/4")	\$18.14	2,000	\$6.48	1,000
Residential, Outside City (3/4")	\$24.62	1,500	\$8.43	1,000
Residential (4")	\$431.90	5,000	\$9.72	1,000
Commercial, Inside City (3/4")	\$18.14	2,000	\$7.77	1,000
Commercial, Outside City (3/4")	\$24.62	1,500	\$9.72	1,000
Commercial, Inside City (1")	\$84.22	5,000	\$8.43	1,000
Commercial, Outside City (1")	\$161.96	5,000	\$9.72	1,000
Commercial, Inside City (2")	\$110.13	5,000	\$8.43	1,000
Commercial, Outside City (2")	\$239.70	5,000	\$9.72	1,000
Commercial, Inside City (3")	\$161.96	5,000	\$7.77	1,000
Commercial, Outside City (3")	\$291.53	5,000	\$9.72	1,000
Commercial (4")	\$617.00	5,000	\$7.40	1,000
Commercial (6")	\$1,234.00	5,000	\$7.40	1,000
Institutional	\$9,069.90	1,000,000	\$6.48	1,000
Dedicated Fire Lines	Shall only be assessed minimum bill and volume used for flow occurring other than for bona fide fires or pre-notified fire flow tests			

<b>Sewer Rates</b>				
<b>Rate Classification</b>	<b>Minimum Bill</b>	<b>Minimum Volume/ gallons</b>	<b>Over Minimum</b>	<b>Incremental Volume/ gallons</b>
Residential, Inside City (3/4")	\$20.18	1,000	\$8.07	1,000
Residential, Outside City (3/4")	\$26.91	1,000	\$8.07	1,000
Commercial, Inside City (3/4")	\$26.91	1,000	\$8.07	1,000
Commercial, Outside City (3/4")	\$33.63	1,000	\$8.07	1,000
Commercial, Inside City (1")	\$107.63	1,000	\$8.07	1,000
Commercial, Outside City (1")	\$168.17	1,000	\$8.07	1,000
Commercial, Inside City (2")	\$107.63	1,000	\$8.07	1,000
Commercial, Outside City (2")	\$383.43	1,000	\$8.07	1,000
Commercial, Inside City (3")	\$242.17	1,000	\$8.07	1,000
Commercial, Outside City (3")	\$470.88	1,000	\$8.07	1,000
Residential (4")	\$640.65	5,000	\$8.07	1,000
Commercial (4")	\$1,025.04	5,000	\$7.69	1,000
Commercial (6")	\$1,793.82	5,000	\$7.69	1,000
Institutional	\$12,108.29	450,000	\$16.14	1,000
Brasstown Valley Resort	\$12,108.29	450,000	\$16.14	1,000

<b>Water Connection Fees</b>	
<b>Rate Classification</b>	<b>Fee</b>
Residential, Inside City (3/4")	\$1,300.00
Residential, Outside City (3/4")	\$1,500.00
Commercial, Inside City (3/4")	\$1,300.00
Commercial, Outside City (3/4")	\$1,500.00
Commercial, Inside City (1")	\$1,600.00
Commercial, Outside City (1")	\$1,700.00
Commercial, Inside City (2")	\$4,350.00

Commercial, Outside City (2")	\$4,450.00
Commercial, Inside City (3")	\$1,500.00 + costs
Commercial, Outside City (3")	\$1,500.00 + costs
Residential (4")	\$1,500.00 + costs
Commercial (4")	\$1,500.00 + costs
Commercial (6")	\$1,500.00 + costs
Institutional	\$1,500.00 + costs

**Note: for water taps larger than 2", the applicant may elect to purchase and/or install the meter. If the City purchases and/or installs a meter larger than 2", the applicant shall pay the City's costs to do so prior to connection to the water system, and such costs shall be in addition to the water connection fee.**

<b>Sewer Connection Fees</b>	
Residential	\$900.00+ costs
Commercial	\$1,500.00+ costs

**Note: for water or sewer taps that require boring under a road, the applicant shall be responsible for paying the actual costs of such boring as stated in Section 26-5(a). A \$500.00 Boring Deposit will be required at the time of application, which will be refundable if not used.**

<b>Other Water &amp; Sewer Fees</b>	
Late Payment Fee	20%
Reconnection Fee	\$75.00
Surcharge for Credit Card Payments at City Hall	3%
Meter Reread Fee (drive by and re-read the meter electronically)	\$5.00
Lockout Fee	\$150.00
Meter Test Fee (testing by vendor)	\$75.00
Temporary Meter Fee – Commercial	\$250.00 to install plus applicable connection fee plus usage. The connection fee shall be rebatable at a rate of 1/12 <sup>th</sup> for every month less than 12 that meter is used.
Temporary Meter Fee – Residential	Applicable connection fee plus usage
Private Wastewater Disposal System Permit	\$20.00
Building Sewer Permit – Residential or Commercial	\$30.00

Building Sewer Permit – Industrial	\$50.00
Grease Trap Permit	\$100.00
Grease Trap Waste Hauler Permit	\$25.00 (up to 3 vehicles)
Booster Pump Surcharge	\$26.00
Boring Deposit	\$500.00

**Note: All water service customers served by city owned booster pumps shall be charged the monthly booster pump surcharge for each water connection. This charge shall be in addition to the minimum bill and the over minimum rate (if applicable) and shall be billed and collected with the water service charge.**

<b>VI. Alcohol Licensing Fees</b>
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License, Combination Consumption on Premises, Malt Beverages, Wine and Distilled Spirits – Initial Application	\$1,200.00 plus Administrative Fee
License, Combination Consumption on Premises, Malt Beverages, Wine and Distilled Spirits – Annual Renewal	\$1,000.00 plus Administrative Fee
All other licenses for Consumption on Premises, Package Sales, Manufacturing or Brewpubs – Initial Application	\$600.00 plus Administrative Fee
All other licenses for Consumption on Premises, Package Sales, Manufacturing or Brewpubs – Annual Renewal	\$500.00 plus Administrative Fee
License, Temporary Special Event (first event per calendar year)	\$200.00 plus Administrative Fee
License, Temporary Special Event (second and subsequent events per calendar year)	\$100.00 plus Administrative Fee
Administrative Fee (per license)	\$100.00
Building Inspector Fee	\$50.00
Fingerprinting Fee	\$50.00
Georgia Alcoholic Beverage Permit – Initial Application	Set by/ Payable to the State
Georgia Alcoholic Beverage Permit – Annual Renewal	Set by/ Payable to the State
Change of Managing Agent Fee	\$100.00
Penalty for late payment of annual fees	20%