

**CITY OF PINE LAKE
COUNCIL MEETING MINUTES
February 14, 2023 at 7:00 PM
Council Chambers
459 Pine Drive, Pine Lake, GA**

NOTE: All attendees are reminded to silence cellular phones and other devices that may cause interruption of the session proceedings.

Call to Order at 7:10 pm Present: Mayor Melanie Hammet, Mayor pro tem Jean Bordeaux and Council members Augusta Woods, Brandy Hall, Tracey Brantley and Nivea Castro. City Manager ChaQuias Miller-Thornton, Chief of Police Sarai Y’Hudah-Green, Administrative Coordinator Missye Varner. City Attorney Susan Moore was not present.

Announcements/Communications

City Manager Miller-Thornton:

- communicated that the City is moving forward with the law enforcement initiative regarding the Tyre Nichols murder and also that Mayor Hammet redesigned the Black Lives Matter banners that are within the City to include Mr. Nichols’ name.
- announced that on Monday, February 20th that herself, Chief Green and Mayor Hammet will meet to discuss the rededication ceremony with law enforcement and the officials as it relates to providing meaningful public service to the community. Mrs. Miller-Thornton also said that the Chiefs of Police at Stone Mountain and Lithonia have been asked to be on board and that the intent is that different forums will be hosted in the different cities in the future for the needed law enforcement initiative.
- communicated that she serves on the Memorial Drive Corridor Development Committee and that there are several initiatives being implemented for future redevelopment of the corridor. The various plans include event boosting, film, arts, music and entertainment, trails and recreation and pop-up urbanism. City Manager Miller-Thornton stated that the initiatives are aggressive and some of the proposals have been submitted to DeKalb County awaiting funding. Cities on the border of Memorial Drive will benefit from the redevelopment. She also said that a future meeting is being scheduled for goal setting in 2023.

Mayor Hammet:

- communicated that Senator Hank Johnson has provided \$1.50 million in federal funding to the Gateway Initiative that includes two areas and that Senator Jon Ossoff also obtained \$800k+ in federal funding to benefit a

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- center within the Gateway Initiative development.
- thanked Mayor pro tem Bordeaux and Council Members Woods and Castro for information provided for the community newsletter honoring Valerie Boyd for Black History Month 2023 and that the narrative was very meaningful and enriching.
- Completed a walk-through on Rockbridge Road with Lloyd Ellison, General Contractor for the Rockbridge Road project and he informed Mayor Hammet that there will be a one million dollar change order for the installation of a pedestrian crosswalk to include blinking lights on each end of city to alert vehicles when someone is crossing. The crosswalk constructed will be at Clubhouse Drive over to Rockbridge Road.
- communicated that the mural wall is in terrible shape and that it will be restored by mid-fall of this year per Lloyd Ellison, General Contractor for the Rockbridge Road project
- communicated that she, City Manager Miller-Thornton, Council Members Hall and Castro met with Senator Kim Jackson regarding the city positioning for business and property develop initiatives to make the city more robust. Mayor Hammet concluded the meeting was very promising as it related to the future of the City of Pine Lake.
- communicated that on February 14th she had a breakfast meeting with Dr. Ross Hand, Deaconess of Blue Print Church and she is interested in having a relationship with the church and its campus to create a sustainable environment for the community at large. Mayor Hammet acknowledged that the church was interested in talking with residents regarding the utilization of their facilities.

Adoption of Agenda of the Day

Mayor pro tem Bordeaux motioned to adopt the agenda, seconded by Council member Brantley, the adoption of the agenda passed unanimously.

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Adoption of the Minutes

- Regular Meeting – January 10, 2023

Council Member Brantley motioned to adopt the minutes; Mayor pro tem Bordeaux seconded; the adoption of the minutes passed unanimously.

Public Comments – 3 minutes each please

Elise Witt, 440 Clubhouse Drive commented on the use of the Club House and Beach House by residents and the fee schedule.

Old Business

There were not any public comments.

New Business

1. Proposed Ordinance Amendment – Ordinance 2023-01 – Amendment of ARTICLE II – PURCHASING, Section 26-26. - Purchasing procedures and Section 26-27. - Formal bids – Introduction – Potential First Read

City Manager Miller-Thornton presented Ordinance Amendment - Ordinance 2023-01 and Council had discussion regarding the language for bidding. Council Member Hall motioned to accept the first read; seconded by Mayor pro tem Bordeaux and the first read passed unanimously.

2. Proposed City of Pine Lake Credit and Purchasing Card Policy

City Manager Miller-Thornton presented the Proposed City of Pine Lake Credit and Purchasing Card Policy and stated that there must be written parameters in place. The Credit and Purchasing Card Policy will become an addendum to the personnel policy. Motion to approve the Credit and Purchasing Card Policy as an addendum the personnel policy was made by Mayor Pro tem Jean Bordeaux, seconded by Council Member Hall, and the motion passed unanimously.

Public Comments – 3 minutes each please

There were not any public comments.

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Staff Reports

City Manager Miller-Thornton provided the following updates:

Administrative

- The Local Maintenance Improvement Grant Application was submitted on 1/31/23.
- The City has entered into a Letter of Engagement with James Whitaker, PC, to conduct the 2022 audit.
- The Administration Department has processed sixteen business license renewals for 2023.
- GIRMA Liability and Casualty Insurance Application was submitted on 02/06/23
- Draft Memorandum of Understanding between the City and P.L.A.I.N has been completed and was submitted to P.L.A.I.N representative for review. P.L.A.I.N. submitted follow-up comment and the next step is legal review.

Municipal Court

- The Court Clerk position is still vacant with two resumes that have been received to date.

Public Works

- Public works have completed leaf pickup on Ridge, Beaver, parts of Spruce, Ivy, Spruce and Park Streets. The department will work to notify the residents when the schedule for service will be on their street. The city is looking at options to purchase a leaf machine.
- The MS4 inspection is scheduled for the third week in February by the Environmental Protection Division. Public Works and the Administration Office met with Amanda Corr Russell, Environmental Engineer with Clark Pattern Lee on Friday, February 3rd for preparation of the inspection.
- A contractor will perform a site visit at the gazebo on February 17th to assess the demolition of the gazebo.

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Copies of the Administration/Public Works and Public Safety reports are on file in City Hall for reviewing. Please email missyevarner@pinelakega.net to request a copy or call 404-999-4931 to schedule an appointment to review the copy on file.

Public Safety

There were not any Public Safety comments.

Reports/Comments

Mayor

The Annual Pollination Celebration will be held on Sunday April 23rd on the beach. Additional information will be provided at a later date.

The State of the City Address will be held on Thursday, February in the Beach House at 7:00 PM on Thursday February 23rd at 7:00 PM at the Beach House. The address will focus on community accomplishments, acknowledge sectors of enhancements and goals for the year ahead.

City Council

There were not any City Council comments.

Information for “The Pine Lake News” eblast.

Mayor, Melanie Hammet will present the State of the City in the Beach House at 7:00 PM on Thursday February 23rd. As in previous years, the State of the City celebrates the community, recognizes areas for improvement, and sets goals for the year ahead.

Public works has completed leaf pickup on Ridge, Beaver, Spruce, Ivy and Park. Streets scheduled for service will be announced on the Neighborhood Watch Facebook page prior to the day of their designated operation.

MAP and SEED will join together to welcome Spring with the annual, Pollination Celebration on Sunday April 23rd. Details to follow.

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Adjournment

Council Member Brantley motioned to adjourn at 7:58 pm; seconded by Council Member Castro and passed unanimously.

Missye Varner, Administrative Coordinator