

**CITY OF PINE LAKE
ACTION AGENDA
November 8, 2022, 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 - Mayor Melanie Hammet called the meeting to order at 7:00pm.

Present: Mayor Hammet, Mayor pro tem Jean Bordeaux and Council members Brandy Hall, Augusta Woods, Tracey Brantley and Nivea Castro. City Administrator ChaQuias Miller-Thornton, Chief of Police Sarai Y'Hudah-Green, and Administrative Coordinator Missye Varner were also present. City Attorney Susan Moore was not present.

Adoption of Agenda of the Day

Council member Brantley motioned to adopt the agenda, seconded by Council member Castro; the adoption of the agenda passed unanimously.

Adoption of the Minutes

- Regular Meeting – October 25, 2022

Mayor pro tem Bordeaux motioned to adopt the minutes, seconded by Council member Castro; the adoption of the minutes passed unanimously.

OLD BUSINESS

NEW BUSINESS

1. Personnel Policy Amendment

City Administrator Miller-Thornton presented the Personnel Policy Amendment and recommended to make the amendment retroactive as presented to January 1, 2022.

Council member Hall motioned to approve the Personnel Policy Amendment with the following changes:

- Delete stating the reasons for resignation
- The effective date of January 1, 2022, as the retroactive date

Mayor Pro tem Bordeaux seconded, and the approval passed unanimously.

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2. Resolution 12-2022 - FY2022 Budget Amendment

Council member Woods motioned to approve Resolution 12-2022 - FY2022 - A Resolution to Amend the FY2022 Budget, seconded by Council Member Castro; Resolution 12-2022 - FY2022 passed unanimously.

3. Facility Use Agreement for Polling Precincts – The City of Pine Lake and DeKalb County Board of Registration and Elections

Council member Brantley motioned to approve the Facility Use Agreement for Polling Precincts – The City of Pine Lake and DeKalb County Board of Registration and Elections for November 2, 2022, and December 6, 2022, seconded by Council member Woods; the Agreement was approved unanimously.

Adjournment

Council Member Hall motioned to adjourn; seconded by Council Member Brantley and the meeting was adjourned at 7:43pm.