

**CITY OF PINE LAKE
COUNCIL MEETING MINUTES
November 29, 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, City Attorney Susan Moore and Administrative Coordinator Missye Varner were also present.

Announcements/Communication

Mayor Hammet:

- Welcomed new employee Public Works Supervisor Cornelius Moore to the meeting and stated that the City is happy to have him. Mr. Moore began his employment with the city on November 21st.
- Talked about the mass murder in Colorado Springs, Colorado and stated that is thinking of them with apathy and compassion.
- Announced that on December 10th there will be a Variety Show at the Beach House during the Pine Lake Lounge event.

Council Member Brantley announced that the Lighting of the Lake and Cookie Exchange is scheduled for December 3rd from 6:00 PM – 7:30 PM at the Beach House.

Mayor pro tem Bordeaux announced that there will be a Christmas Pageant at Rockbridge Road Elementary School on December 15th at 5:30 PM.

Adoption of Agenda of the Day

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

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Adoption of the Minutes

- Regular Meeting – November 8, 2022

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

Public Comments – 3 minutes each please

Copies of the Public Comments are on file in City Hall for reviewing. Please email missyeverner@pinelakega.net to request copy or call 404-999-4931 to schedule an appointment to review the copy on file.

OLD BUSINESS

There was not any Old Business at this time.

NEW BUSINESS

1. Resolution 13-2022 - FY2022 Budget Amendment

Council member Woods motioned to approve Resolution 13-2022 - FY2022 Budget Amendment- A Resolution to Amend the FY2022 Budget, seconded by Council Member Castro; Resolution 13-2022 - FY2022 passed unanimously.

2. Presentation of Revised (to-date) FY2022 and Proposed FY2023 Budgets
City Administrator Miller-Thornton presented the Revised (to-date) FY2022 and Proposed FY2023 Budgets with discussion followed by Mayor and Council. The Revised (to-date) FY2022 and Proposed FY2023 Budgets will be presented to Council (with recommended changes) at the December 13th Public Hearing and Council Meeting for the vote.

3. Charter Amendment – Ordinance 2022-04 – Introduction and Formal First Read

City Administrator Miller-Thornton presented the Charter Amendment – Ordinance 2022-04. Council entertained the first read of the Ordinance, with the preamble being recited by Councilmember Brandy Hall. The item will move forward for entertainment of

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the second read and consideration of first adoption at the next regular meeting of Mayor and Council on December 13, 2022.

4. Ordinance Amendment – Ordinance 2022-05 – Introduction and Formal First Read

City Administrator Miller-Thornton presented Ordinance Amendment – Ordinance 2022-05. Council entertained the first read with the preamble being recited by Councilmember Brandy Hall. There was no other action taken on this item.

5. Proposed Financial Policies and Procedures Manual

City Administrator Miller-Thornton presented the Proposed Financial Policies and Procedures Manual. There was no action taken on this item and will be placed on the December 13th agenda for the vote.

6. Executive Session to Discuss Personnel

As Chair of the meeting, Mayor Hammet instructed that Executive Session would be considered after public comments, reports from staff and Council, and presentation of items for the news brief.

REPORTS AND OTHER BUSINESS

Public Comments – 3 minutes each please

Copies of the Public Comments are on file in City Hall for reviewing. Please email missyeverner@pinelakega.net to request copy or call 404-999-4931 to schedule an appointment to review the copy on file.

Staff Reports

- Administration
- Public Safety
- Public Works

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

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Reports/Comments

Mayor

There was not a mayoral report or comment.

City Council

There were not any City Council Reports.

Information for “The Pine Lake News” eblast.

Welcome Our New Public Works Supervisor

Please join the Mayor and Council in welcoming Mr. Cornelius Moore to the Pine Lake City services team! He brings to the position numerous years of public works experience having served with DeKalb County, the City of Chamblee, and the City of Lithonia. He is also a certified Storm Water Inspector. Mr. Moore has expressed his excitement about the opportunity to serve the Pine Lake community. His employment began November 21, 2022.

Mr. Moore has hit the ground running, spending his first week with Public Works staff member, DeAndre Hodges, assessing workload and prioritizing duties. Here are the top items:

- Composing a schedule for the operation of the leaf truck. The Administrative office is soliciting community service assistance and it is anticipated the PW will begin clearing/ gathering leaves on or around the first full week of December.
- Assessing our damaged streets with the corner of Spring and Poplar at the top of the list for repairs.
- Demolition of the gazebo and review and replacement of the garbage receptacles.
- Assessment of the bridges on the inner berm. Solicitation for repair/rebuild of the bridges is being composed by the Admin Office.

2023 Budget reviewed by Council

The Mayor and City Administrator presented the initial draft of the 2023 budget to Council. The current draft is available in the [November 29th Agenda Packet](#) on the City website. Draft will be available for public review at City Hall (Office of the Administrator/Clerk) beginning December 1, 2022. Public hearing and final adoption of

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the proposed budget is scheduled for the December 13th regular Council meeting.

Saturday December 3rd, 2022 – Lighting of the Lake

Join us at the Beach house on Saturday, December 3 between 6 and 7:30, for the Lighting of the Lake and PLAIN Cookie Exchange. The Pine Lake Singfishers (community choir) will perform a few songs and lead us in some holiday carol classics.

For the cookie exchange piece, bring 2-3 dozen homemade cookies to the beach house kitchen, and give them directly to a volunteer there (if you just set them down and walk away, we don't know who to give a plate of cookies to at the end!). We'll put some of them out for general consumption, and the rest will be distributed among all of those who also brought cookies. At the end of the evening, retrieve your cookie platter and a bag of assorted homemade cookies!

Runoff election December 6th 7:00 AM to 7:00 PM

The runoff election will be held at the Clubhouse December 6th 7:00 am to 7:00 pm. Advance voting continues through Friday, Dec. 2 with 16 locations in DeKalb, open from 7:00 a.m. to 7:00 p.m. For additional information www.DeKalbVotes.com

On a motion by Council member Brantley; second by Mayor pro tem Bordeaux; and all voting “aye”, the Council convened regular session and entered into Executive Session at 8:00pm for the purpose of personnel matters.

Executive Session as adjourned at 8.51pm and Council reconvened the regular session.

On a motion by Mayor pro tem Bordeaux; second by Councilmember Hall; and all voting “aye”, the Council approved Employment Agreement between the City of Pine Lake and ChaQuias Miller Thornton.

Adjournment

Upon a motion by Council member Hall to adjourn the November 29th regular meeting of Council, seconded by Jean Bordeaux, and all voting “aye”, the meeting adjourned at 8:54pm.

CITY OF PINE LAKE
EXECUTIVE SESSION MINUTES
November 29, 2022
6:30 PM
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Call to Order – Mayor Melanie Hammet called the meeting to order at 8:02am.

Present: Mayor Hammet, Mayor pro tem Bordeaux, Council members Brantley, Castro, Hall and Woods. City Administrator ChaQuias Thornton and City Attorney Susan Moore were also present.

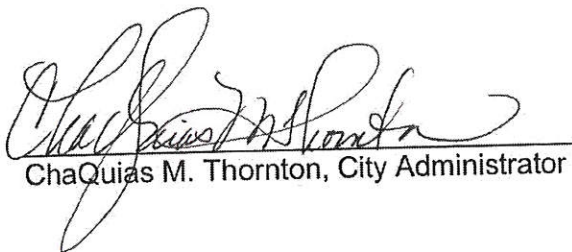
Mayor and Council discussed the proposed terms for renewal of the Employment Agreement between the City of Pine Lake and City Administrator ChaQuias Miller Thornton.

City Administrator Thornton was excused from chambers.

Mayor and Council and City Attorney Moore continued discuss of the Agreement.

City Administrator Thornton re-entered the session.

On a motion by Council member Hall; seconded by Councilmember Castro and all voting "aye", the meeting was adjourned at 8.51pm.


ChaQuias M. Thornton, City Administrator