

**CITY OF PINE LAKE
CITY COUNCIL MINUTES
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.

Announcements/Communication

Mayor Hammet communicated that the voting turnout on November 8 had an excellent percentage of representation from the residents. She also stated that she took a box of cupcakes to the poll workers and thanked them for the work that they do for the City. The Mayor said the Elections Representative Alberta thanked Administrative Coordinator Varner for her professionalism and that it was a pleasure to work with her. Mayor Hammet thanked Council Members and Staff for continuing to put in efforts of hope for the city.

Mayor Pro tem Bordeaux announced that there is a food drive in effect for Rockbridge Elementary School for Thanksgiving. Donations are accepted through PLAIN's website through the Food Panty icon.

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.

Public Comments – 3 minutes each please

There were not any public comments.

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OLD BUSINESS

There was not any 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.

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.

Public Comments – 3 minutes each please

Cindy Brown inquired about the budget audit for repairs of police vehicles and how many cars the city has in the department and if the ones the city has were needed. Chief Green replied that the city has two police vehicles and that they were needed.

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Staff Report

Administration

Copies of the Administrative Report 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.

Public Safety

There was not a Public Safety Report at this time.

Public Works

Copies of the Public Works Report are included within the Administrative Report and 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.

Reports/Comments

Mayor

Mayor Hammet thanked all for being together and working for the good of the City.

City Council

There were not any comments,

Information for “The Pine Lake News” eblast.

Wednesday November 9th, 2022

DeKalb County's Program Management Team and the City of Pine Lake will host a Community Meeting, Wednesday, November 9, 2022, at 6:30 p.m. at the Clubhouse, located at 470 Clubhouse Drive, Pine Lake, Ga. 30072.

Tuesday November 15th, 2022 - Town Hall

Pine Lake Mayor and City Council will host a Town Hall, Tuesday, November 15, 2022, at 6:30 p.m. at the Beach House, located at 4580 Lakeshore Drive. We will be discussing proposed amendments to the City Charter related to clarifying that the

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administrative functions of the city rest with the City Manager (currently Director of Administration) position. GMA Consultant Terrell Jacobs will be the facilitator.

Thanksgiving Food Drive for Rockbridge Elementary Families

Huge thanks to everyone who brought food donations Saturday to the pancake breakfast. If you missed it, there is still time to participate by donating money to buy turkeys for the families of Rockridge students who otherwise might not have a festive Thanksgiving dinner.

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!

Adjournment

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