

**CITY OF PINE LAKE
COUNCIL MEETING MINUTES
May 9, 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 Mayor Melanie Hammet called the meeting to order at 7:00pm. Present: Mayor Melanie Hammet, Mayor pro tem Jean Bordeaux and Council members Brandy Hall, Augusta Woods, Tracey Brantley and Nivea Castro. City Manager ChaQuias Miller-Thornton, Chief of Police Sarai Y’Hudah-Green, Administrative Coordinator Missye Varner were also present. City Attorney Susan Moore was not present.

Announcements/Communications

Mayor Hammet:

- Commented on the functional change government structure at the dais having City Manager Miller-Thornton sit with Mayor and Council and that she will be visiting the City of Avondale Estates for their May 10th Council meeting to view their structure. The Mayor also stated that the City of Lithonia Council Meeting was interesting
- Announced that on May 4th she met with Commissioner Steve Bradshaw, and they discussed a parking lot at the edge of Poplar & Spring Roads utilizing the right-of-way strip that is owned by the city to fund the placement of a mural.
- Talked about the shooting in Midtown Atlanta a medical facility and stated that as Americans we have the right to bear arms, however; it is our mandate to bear witness.

Council Member Hall announced that there will be a Mom’s Demand To Action Rally on Saturday, May 13th at the State Capital to end gun violence in honor of Mothers Text 64433 for details.

Mayor pro tem Bordeaux recommended a statement mural to reflect non-violence in Pine Lake.

Adoption of Agenda of the Day

Council Member Hall motioned to adopt the agenda, seconded by Council Member Castro, the adoption of the agenda passed unanimously.

Adoption of the Minutes

- Regular Meeting – April 25, 2023

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

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Public Comments – 3 minutes each please

Moria Nelligan, 509 Spruce Drive commented that she is very concerned about fishing lines and hooks harming wildlife. Resident Nelligan also commented that the ducks and ducklings have been injured and that fishing lines and hooks are left behind and recommended banning fishing at the lake. She also stated that the leftovers are a danger to people, especially children.

Carrie Lindblad, 4575 Dogwood Road commented about fish and wildlife safety and recommended more enforcement. Resident Lindblad also suggested posting a sign with a telephone number to call for injured animals. She also stated that the natural green spaces are not being taken seriously.

Old Business

There was not any Old Business.

New Business

1. Facility Use Agreement for Polling Precincts between the City of Pine Lake and DeKalb County Board of Registration and Elections

Council Member Woods motioned to approve the Facility Use Agreement for Polling Precincts between the City of Pine Lake and DeKalb County Board of Registration and Elections; seconded by Mayor pro tem Bordeaux, the approval of the Facility Use Agreement for Polling Precincts passed unanimously.

2. MAPMakers Grant Approval

Council Member Castro motioned to approve the MAP Makers Grant for 2023 in the amount of \$500; seconded by Mayor pro tem Bordeaux and passed unanimously.

3. Intent to continue as a participating municipality in the DeKalb County 2024-2026 CDBG and HOME Cooperation Agreement

Council Member Hall motioned to approve the Intent to continue as a participating municipality in the DeKalb County 2024-2026 CDBG and HOME Cooperation Agreement; seconded by Council Member Brantley and passed unanimously.

4. City Sign at Rockbridge and Spring

Council Member Castro motioned to remove the decaying City Sign at Rockbridge and Spring, seconded by Council Member Hall and passed unanimously.

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REPORTS AND OTHER BUSINESS

Public Comments – 3 minutes each please

There were no public comments at this time.

Staff Reports

City Manager Report:

Administration/Municipal Court

Employment Position:

Resumes for the position of City Clerk are being accepted through May 15, 2023.

Public Works (Parks/Stormwater/Recreation)

On May 5, 2023 the City received letter reporting the result and findings of stormwater management program compliance inspection conducted by the Environmental Protection Division (EPD) on February 21, 2023. The purpose of the inspection was to evaluate the City's implementation and administration of the program. EPD reported that "based on the [compliance audit] discussion and field inspections, it appears the City is properly administering the stormwater program". EPD letter and full report are kept on file at City Hall.

The most recent MS4 data collection period ended on 04/30/2023. The Administration, Clark Patterson Lee (Environmental Engineers), and Public Works are working to compile data for the required reporting. Data is due to the Engineers on Tuesday, May 16th, 2023.

Current City Projects:

INNER BERM BRIDGES

- Soil test and drilling was conducted on Wednesday, April 26, 2023 from 8am-5pm.

- **COURTHOUSE/PUBLIC SAFETY FACILITY RENOVATIONS**

- Pre-bid meeting was held on Tuesday, May 2, 2023 at 2pm. One construction contractor, one architect/engineer, and one audio/visual engineer attended the meeting.

Rockbridge Road (DeKalb County SPLOST Project):

05/04/2023 The water main work has continued slow but steady [being that] the weather has been favorable, finally. The contractor will complete the crossing and fire hydrant installation at the Rowland/Popular and Rockbridge this week. They plan on starting the crossing at the Family Dollar next week. The Prime contractor has come through and corrected the traffic control.

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Poplar Park

Meeting was held with Mayor Hammet and Councilmember Hall on Wednesday morning, May 19, 2023 to acquire visual and time-lined scope of improvements for the park. The proposal was submitted to Commissioner Cochran-Johnson's Office on 04/27/2023 for review by the DeKalb County ARP Review Committee.

Community Policing Initiative:

Chief Green and I met on Monday, May 1, 2023 to discuss scheduling and programming for the rededication event. Event details are forthcoming.

Administrative Matters

I attended the 2023 DeKalb County Tax Commissioner's Millage Rate Adoption webinar on Friday, April 28, 2023. The City is expecting to receive the 2023 preliminary tax digest and consolidation and valuation reports from the Tax Assessor's Office during the week of May 22nd, 2023. I plan to submit roll back calculations and associated budget scenario to Council in advance of the May 30th meeting of Council. During the May 30th meeting the Administration is asking Council to be prepared to adopt a tentative millage rate for advertising purposed. A proposed timeline for public hearing(s) and final adoption of the 2023 millage rate will be presented to Council on May 30th.

Financials and Audits:

Applications/Licenses:

The Administration has processed 28 business license renewals and 2 alcohol license renewals for the 2023 year.

Policy/Procedures Drafts:

Personnel Policy is still being drafted for Council review. As reported during the most recent meeting of Council, the draft policy updates will be presented in sections.

Required Reporting:

My office is preparing required report under American Rescue Plan Act provisions. The report is due April 30th, 2023.

Education and Training:

None.

Other City Matters:

Townhall:

Mayor and Administration are asking Council consideration for scheduling of the next Townhall on Tuesday, June 20th or Wednesday, June 21st, 2023.

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Pine Lakefest 2023

Draft of the document is scheduled for the 05/30/2023 regular meeting agenda for Council consideration of the proposed terms.

Public Safety

Chief Green reported:

The Police Department continues to perform foot patrol with at least one officer per shift.

Community engagement is good for the community and recommends that residents reach out to the Police Station often. The Chief stated that the officers encourage catch and release and do check for fishing licenses.

Chief Green said that she met with Mr. Sanders from Sanders Wildlife regarding an injured goose at the lake.

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.

Reports/Comments

Mayor

Town Hall meeting will be on June 20th at 7:00p.m. at the Beach Housed. The topic will be “How to Run for Office in Pine Lake?”

There will be a health clinic opening soon in the Blueprint Church.

City Council

Council Member Hall thanked City Manager Miller-Thornton and Chief Green for bringing up the idea to remove the existing city entry sign that is decaying.

Mayor pro tem Bordeaux suggested consideration of what the city wishes to do with the old city hall building. Ms. Bordeaux recommended creative ways to utilize the building.

Council Member Brantley commented that the old city hall building could be used for eco art or park patrol and that it needs to be active again.

Information for The Pine Lake News” eblast.

Sunday Sounding May 21st at 10:00am - 3:00pm in Poplar Park

Gather in Pine Lake’s newest greenspace, Poplar Park. The first hour we will enjoy a sound bath by Stephanie Kohler. Lie on the ground or lounge in a chair – please bring whatever you need to be comfortable (chair, blankets, etc). Then it’s your turn! Get the music going with whatever instruments you bring. Plus, enjoy tacos & beverages from Tacos & Giggles. Let’s activate our newest park!

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Please note: Poplar Dr, from the traffic light on Rockbridge to Spruce Dr, will be closed to vehicle traffic for the event. Additional parking will be available in Rockbridge Village (shopping center at Rockbridge & Poplar/Rowland Rd.) Questions? contact Stephanie at skyeris.art@gmail.com

Juneteenth Celebration Saturday June 17th 2:00 – 4:00 pm

Save the date for our 2nd Annual Juneteenth celebration. If you are interested in helping, please join us at the next planning meeting which will be on May 18th at 6:00 pm in the Clubhouse.

Town Hall June 20th, 7:00 pm in the Beach House

Save the date. Details to follow.

City Accepting Applications for Beach Monitor

Beach Monitor is a seasonal, part-time position. Responsibilities of the position include assuring that the number of visitors does not exceed approved beach capacity; maintenance of daily patron attendance record; reporting any needs for repairs or maintenance; removing trash and debris from the beach; and replenishing paper products in portable toilet facility.

Application and full description can be found at: [Beach Monitor Posting](#) at www.pinelakega.net.

City Manager Completes Human Resources Administration Certificate Program

Congratulations to City Manager ChaQuias Miller-Thornton for successfully completed the requirements of the Georgia Municipal Association Human Resources Administration Certificate Program on April 5, 2023.

Food Assistance Available to Pine Lake Neighbors

PLAIN's [Neighbor to Neighbor](#) (N2N) program assists Pine Lake neighbors in need. If you or someone you know is food insecure or needs other assistance, please call 404 491-0774 and leave a message. A volunteer will call back to discuss needs and help available. All contacts are kept confidential.

Correction to May 9th, 2023 New Brief

*Please note that discussion of the wildlife item below will be at the **May 30th** Council meeting, not May 24th as originally posted.*

Wildlife Emergencies

There have been several reports of injured animals around the lake. If you see an injured wild animal, you can call the Georgia Wildlife Network at (404) 954-0093.

We will be discussing how we can do more to prevent these injuries at the **May 30th Council meeting**.

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Adjournment

Council Member Castro motioned to adjourn at 8:27 PM, seconded by Council Member Woods and passed unanimously.