

CITY OF PINE LAKE
COUNCIL MEETING MINUTES
September 13, 2022, 7:00 PM
Council Chambers
459 Pine Drive, Pine Lake, GA

Call to Order Mayor Melanie Hammet called the meeting to order at 7:00 pm.

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

Announcements/Communication

Mayor Hammet thanked Mayor Pro tem Bordeaux for the chairs that she purchased and donated for the court room.

The Mayor announced that resident Ralph McCluggage passed away and that he had donated the handmade podium that now serves the Council Chambers and Court Room. Mr. and Mrs. McCluggage annually made homemade apple spice cakes for the Mayor, Council and employees for Christmas, and they were delicious. Mayor Hammet paid tribute to Mr. McCluggage and stated that he will be sorely missed in the community.

Adoption of Agenda of the Day

Mayor pro tem Bordeaux motioned to adopt the agenda, seconded by and Council member Augusta Woods; the adoption of the agenda passed unanimously.

Adoption of the Minutes

- Public Hearing – August 30, 2022
- Regular Meeting – August 30, 2022

Council member Augusta Woods motioned to adopt the minutes, seconded by Council member Castro; the adoption of the minutes passed unanimously.

Public Comments

There were no public comments.

OLD BUSINESS

None.

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NEW BUSINESS

- A. Resolution R-11-2022 - A Resolution Authorizing Official Signatures for the City's TRUIST Bank Accounts

Council Member Hall motioned to adopt Resolution R-11-2022, seconded by Council Member Woods; the resolution was adopted unanimously.

- B. Tree Removal Proposal – Removal of 3 trees on Spruce Drive -CR Tree Experts of Buford-\$5,400

The proposal from CR Tree Experts of Buford to remove three (3) trees on Spruce Drive was recommended by the Administration, based on quotes received.

Mayor Pro tem Bordeaux motioned to approve the quote in the amount of \$5,400 from CR Tree Experts for three (3) identified trees to be removed on Spruce Drive, seconded by Council Member Woods; the motion passed unanimously.

- C. Public Property Maintenance Proposal-Home's Best Friend Lawn Care Service-\$3,700

Mayor and Council discussed the issues with overgrowth around the dam, inner berm and the retention areas located on Lakeshore Drive between Magnolia and Hemlock.

Public Works Supervisor Martinez provided ecological information as it relates to the weather, trimming, and maintenance of various types of plants, trees, and greenery in and around the topic areas. He gave information about how Public Works has historically maintained the landscape throughout the year.

Council Member Hall motioned to approve the proposal from Home's Best Friend Lawn Care Service for \$3,700, seconded by Council Member Woods; the approval passed unanimously.

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D. Reconsideration of Fee Schedule for Facilities Rentals

Mayor Pro tem Bordeaux presented and recommended passing the revised fee schedule and to reopen the Beach House for rentals on October 1, 2022, as follows:

Revised fee schedule and rules for all facilities included but, may not be limited to

- \$300 Security Deposit – up from \$250
- \$100 Cleaning Fee – up from \$50
- The Beach House and Club House to close at 9:00PM

Council Member Hall motioned to approve the revised Fee Schedule, as presented, for the reopening of the Beach House Rentals beginning October 1, 2022 and for rentals to end at 9:00pm at each facility, seconded by Council Member Castro; the approval passed unanimously.

REPORTS AND OTHER BUSINESS

Public Comments

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

City Administrator Thornton reported that:

- Variance application for 497 Oak Drive has been received and accepted by the Administration and the sign announcing the public hearing has been posted at the subject location. The public hearing has also been advertised in the legal organ, and is scheduled to take place on Tuesday, September 27th, 2022, at 6:30pm.
- The Administrator has not received any applications or resumes for position for Municipal Court Clerk has not received and the part-time position remains vacant. Faye Brantley, the contracted Court Clerk, is currently servicing the position and is doing a great job ensuring limited disruption in the court services function.

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- Public Works Supervisor Martinez will attend Council meetings as needed to address various agenda items as related to the department. Weekly meetings with Public Works and the City Administrator continue to be held to assess the department's needs.
- DeKalb County sanitation trucks are experiencing issues being able to service Oak Drive due to the condition of the road. That there needs to be an interim measure established. City Administrator Thornton met with Police Chief Green and Public Works Supervisor Martinez to conduct a tour of Oak Drive/Road to determine what interim measures might be recommended for repair of problem areas on the street, in advance of major project/construction implementation. Complaint has been received from a resident of the street regarding a large pothole at the edge of the street and DeKalb Sanitation has been in touch with Chief Green regarding an eroded area at the corner of Forest and Oak. Immediate review of plan sets as drafted for reconstruction of the street and storm water infrastructure on that street is necessary.
- The Council Retreat will be held on Sunday, October 2, 2022. The event will be posted in accordance with Open Meetings regulations, as required.

Public Safety

- Chief Green reported that the Police Department will be painted and that she is in the process of scheduling the date and time.

Public Works

There were not any comments.

Reports/Comments

Mayor Hammet reported that:

- The large area of standing water that was in front of the post office due to the Rockbridge Road construction has been filled with crush and run. The construction contractor is waiting on piping to be delivered to continue the project.

Mayor Hammet has requested adequate communication, presentation of a timeline for next phases of the project, and that financial restitution be paid to the business owners that have been affected negatively as a result of the prolonged Rockbridge Road construction project.

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- Mayor Hammet announced that positive feed-back has been received following publishing of The Atlanta Journal Constitution article “Pine Lake an Island of Wonder Women.”

City Council

There were not any comments.

Information for “The Pine Lake News” eblast.

Council Approves Contract for Maintenance on Dam, Inner Berm, and Retention Feature

Council has approved a \$3,700 contract to clear brush and kudzu from the dam, the inner berm, and the retention area located on Lakeshore between Magnolia and Hemlock. Work will be supervised by Raoul Martinez, Public Works Supervisor.

Council Approves New Fee Schedule for Facilities

Council has approved a new fee schedule that uses an upcharge model for weekends and evenings for both the Clubhouse and Beach house. (Additional detail in agenda packet). The new schedule will go into effect October 1st when rentals at the Beach house will be resumed.

Adjournment:

Council Member Woods motioned to adjourn; seconded by Council Member Castro and the meeting was adjourned at 8:35pm.