

**CITY OF PINE LAKE  
COUNCIL MEETING MINUTES  
July 27, 2021  
7:00 PM  
Council Chambers  
459 Pine Drive Pine Lake, GA**

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**CALL TO ORDER** at 7:00PM by Mayor Melanie Hammet. Present – Mayor Melanie Hammet, Mayor pro tem Jean Bordeaux, and Council members Tracey Brantley, Brandy Hall, Brandy Beavers and Augusta Woods. Also, present were Acting City Administrator Peggy Merriss, Administrative Coordinator Missye Varner and Chief Sarai Y’Hudah-Green. City Attorney Susan Moore was not in attendance.

**ANNOUNCEMENTS/COMMUNICATION**

- Mayor Hammet announced that resident Johnnie Coe, DeKalb Surveyors provided a virtual reality scenario for a proposed improvements to Poplar Park recently purchased by the City at 4642 Rockbridge Road.
- Mayor Hammet announced that DeKalb Surveyors also provided a survey of the property at the corner of Poplar and Spring that is currently a parking lot for the Blueprint Church that shows a four-foot right-of-way strip along Poplar Street that is the City’s property. She also said that this could provide a possibility for the City to utilize the right-of-way to do some interesting things. The Mayor communicated that the right of way that goes down to Spring Street various slightly and is approximately two feet.
- Mayor Hammet stated that the newly created beach schedule is going quite well. The Mayor said that Jason Murray, Beach Monitor is doing quite well and that she is pleased overall with compliance from attendees. She also said that there were five more weeks of the beach being open for the season.
- Council member Beavers added that Georgia Power has completed tree pruning and that she worked with them and that they did a great job. Ms. Beavers also communicated that the City of Pine Lake is on Georgia Power’s no spray list for using herbicide, but that Georgia Power want to spot spray some vines that are growing up trees and that they will do an assessment on August 5<sup>th</sup>.
- Council member Beavers announced that the Food Pantry still has an overflow of food and that there has been a big slow down of people in the community requesting food. Ms. Beavers stated that the Food Panty donated food to the Lilburn Food Pantry. The Mayor said that there needs to be discussion of the future use of the Food Pantry space.
- Mayor Hammet welcomed her niece who is visiting Pine Lake to her first Council meeting before leaving for Virginia.

## **ADOPTION OF AGENDA**

On a motion by Council member Hall, second Mayor pro tem Jean Bordeaux, and all present voting “aye,” the agenda as amended was adopted.

## **CONSENT AGENDA**

Adoption of the Minutes of the regular meeting of June 29, 2021, and the Retreat meeting on July 18, 2021.

On a motion by Council member Woods, second by Council member Brantley, and all present voting “aye,” the consent agenda was adopted.

## **WORK SESSION**

American Relief Program Act (ARPA) Funding

Acting City Administrator Merriss presented information on the American Relief Program Act Funding and stated that there was \$1.9 trillion in the economic stimulus bill for COVID-19. She said that the approved allocation for Pine Lake was \$281,571 and that 50% of \$140, 785 was received in 2021 and the remainder of the 50% will be deposited in 2022.

Ms. Merriss stated that the funds must be incurred by December 31, 2024, and must be expended by December 31, 2026, and there will be annual reporting to the U.S. Treasury. She also commented that the allocation uses are dictated by eligible uses by categories for the local governments are to be used to address pandemic related needs of the communities.

Mayor Pro Tem Bordeaux said that the City needed to find out what qualifies for funding and Acting City Administrator commented that the U. S. Treasury has a specific formula for qualifying needs and projects.

Council member inquired if the dam project could qualify as a reimbursable expense with Ms. Merriss stating that it could not. Acting City Administrator Merriss said that the ARPA funding has to have a separate checking account and that much of the focus is infrastructure and the improvement of people and their lives.

There are examples of possible investments of the ARPA funds, however, final guidance from the US Treasury will be needed before the analysis of options can be made.

The next steps shall be:

- Verification of accounting procedures to record and report expenses
- Final rule from US Treasury
- Revenue replacement calculation
- Develop work plan for Council consideration
  - Mayor and Council will need to provide guidance on how the work plan will be developed
  - Track Federal Infrastructure Bill for other potential project funding opportunities

A copy of the presentation is on file in City Hall and available to review.

## **NEW BUSINESS**

Approval of Phase 2 of the Dam Improvement Project.

Recommend approval of Phase 2 of the Dam Improvement project budget for permitting and bidding in the amount of \$11,550.

On a motion by Mayor Pro Tem Bordeaux, second by Council Member Woods, and all present voting "aye," Phase 2 of the Dam Improvement Project budget for permitting and bidding not to exceed \$11,550 was approved.

Approval of Waiver for LakeFest Lite.

Request for waiver of rental fee for use of Beach House on October 2, 2021.

On a motion by Council member Hall, second by Council member Brantley, and all present voting "aye," the rental fee waiver for LakeFest Lite was approved.

## **REPORTS AND OTHER BUSINESS**

### **Public Comments**

There were no public comments.

### **Staff**

Acting City Administrator Merriss announced that the DeKalb Municipal Association Membership Meeting and Dinner will be August 19<sup>th</sup> and asked Mayor and City Council members who would be attending. Mayor Hammet, Mayor Pro tem Bordeaux and Council member Brantley will attend the meeting. The remaining elected officials will decide at a later time.

Ms. Merriss communicated that the Georgia Municipal Association is inquiring if Pine Lake wanted to participate in the Georgia Cities Week to be held in October. Mayor Hammet answered "yes", and that the City will provide a resolution supporting Georgia Cities Week 2021.

### **Mayor and City Council**

Council member Hall commented that the Center for Disease Control had issued new guidelines for wearing face covering today to everyone wearing a mask indoors regardless of whether they were vaccinated or not. Council member Hall asked if the City needed to change its policy for indoor mask requirements. By consensus, Mayor and Council agreed to follow the CDC guidelines for City Council meetings and directed that posted mask wearing signage be updated.

Council member Beavers stated that she has a medical exception and is unable to wear a mask or face coverings.

## Information for “The Pine Lake News” eblast:

### **Council Approves Phase 2 of dam repair**

Council approved a bid in the amount of \$11,550 for phase 2 of the dam repair. This phase will result in the issuance of the federal and state permits. These permits are required for to move forward with disturbance of the stream buffer in order to make the needed repairs. The permits generally take from 6 -12 months for review and issuance. No work can commence until the permits are approved.

### **Upstream Development**

A development group is seeking re-zoning for a parcel on the north side of Memorial Drive. The developer is proposing to build on an environmentally fragile area that contains several natural springs and streams that feed into Snapfinger Creek. This is especially important for Pine Lake, since runoff from this development would heavily impact our lake and wetlands that are already in need of repair. [Additional Info](#)

The District 4 Community Council, a citizen board that makes recommendations to the planning commission, will consider this project during their August 17, 2021 meeting. [Zoom Link](#) or Telephone Dial: USA 888 270-9936 (US Toll Free) Conference code: 606146

### **American Relief Program Act (ARPA) funding.**

The city has received the first distribution, \$140,785 of the total \$281,571. The second distribution will be received in 2022. The rules for use of these funds have not been finalized, but we do know that we have until December 31st, 2024, to encumber the funds and until December 31<sup>st</sup>,2026 to actually spend them. Council will be creating a work plan for how the money will be spent, to be finalized once the final Treasury rules have been published.

### **CDC Guidance on Masking has been updated.**

[CDC Guidance](#) for mask wearing indoors for both vaccinated and non-vaccinated people has changed. Going forward, council members will mask during council meetings, and attendees of council meetings will need to do the same.

### **Eviction moratorium ends – housing assistance available**

The eviction moratorium is scheduled to end on Saturday, July 31st. Funds are available for rental assistance. Mortgage assistance will be available very soon. Information available at: Georgia Department of Community Affairs (DCA) [website](#).

## **ADJOURNMENT**

On a motion by Council member Brantley, second by Mayor Pro Tem Bordeaux, and all present voting “aye,” the meeting was adjourned at 7:58pm.

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Missye Varner, Administrative Coordinator