



**CITY OF RICHMOND HILL MEETING OF THE MAYOR AND COUNCIL**

**Tuesday, February 21, 2017  
7:30 P.M.**

**Richmond Hill City Hall Council Chambers  
40 Richard Davis Drive  
Richmond Hill, Georgia 31324**

**Present from City Council:** Harold Fowler, *Mayor*; Russ Carpenter, *Mayor Pro-Tem*; *Councilmembers:* Johnny Murphy, Jan Bass, John Fesperman

**Staff Present:** Chris Lovell, *City Manager*; Scott Allison, *Asst. City Manager*; Randy Dykes, *Asst. Planning & Zoning Director*; Dawnne Greene, *City Clerk*; Charlie Heino, *EOM Project Manager*; Jason Sakelarios, *Captain RHPD*; Bob Whitmarsh, *Finance Director*; Ralph Catlett, *Fire Chief*; Mark Long, *Code Enforcement*; Ray Smith, *City Attorney*

**Visitors:** John Mowry, Clay Price, Barbara Frodo, Nicholas Frodo, Karen Krupp, Ron Elliott, Steve Scholar, Billy Stallings, Kristi Cox, Ray Pittman, Jason Bryant, Jamie Parker, Christopher Quinn, Raymond Fowler

Mayor Fowler called the meeting to order at 7:30 P.M. Councilmember Carpenter gave the invocation. The Pledge of Allegiance was led by Chief Ralph Catlett.

**1. Approval of Minutes of February 7, 2017**

**Councilmember Carpenter made a motion to approve the February 7, 2017 City Council Minutes. The motion was seconded by Councilmember Murphy. Motion carried in the affirmative by Councilmembers Carpenter, Murphy, Bass and Fesperman.**

Mayor Fowler recognized Karen Krupp, and thanked her for attending the meeting.

## DEPARTMENTAL REPORTS:

**Administration and Personnel: Dawnne Greene**  
Nothing to report.

### **Public Safety:**

**Police Department: Captain Jason Sakelarios**  
2016 annual report and January monthly report submitted.

**Fire Department: Chief Ralph Catlett**  
2016 annual report and January monthly report submitted.

1. Approval/Disapproval of resolution to declare certain equipment as surplus

#### **RESOLUTION TO DECLARE CERTAIN EQUIPMENT AS SURPLUS**

*WHEREAS* the vehicle listed below has been removed from active service and is no longer used for day-to-day operations in the City of Richmond Hill Fire Department. We, therefore, declare this vehicle to be surplus and as such may be disposed of by sale or donation as the city sees fit:

2008 Chevrolet Tahoe

VIN# 1GNEC03028R193338

**Councilmember Bass made a motion to approve the resolution to declare certain equipment as surplus. The motion was seconded by Councilmember Carpenter. Motion carried in the affirmative by Councilmembers Carpenter, Murphy, Bass and Fesperman.**

**Public Works: Charles Heino, Enviroworx**  
January monthly report submitted.

### **Park & Tree: Harvey Lashley**

1. Approval/Disapproval to allocate \$40,000 in SPLOST funds for improvements to J.F. Gregory Park

**Councilmember Fesperman made a motion to approve \$40,000 in SPLOST funds for improvements to J.F. Gregory Park. The motion was seconded by Councilmember Murphy. Motion carried in the affirmative by Councilmembers Carpenter, Murphy, Bass and Fesperman.**

2. Arbor Day Proclamation

#### **PROCLAMATION**

*WHEREAS*, Arbor Day was first observed with the planting of more than a million trees in Nebraska on 1972; and

*WHEREAS*, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

*WHEREAS*, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

*WHEREAS*, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

*WHEREAS*, trees are a source of joy and spiritual renewal; *NOW, THEREFORE* the Mayor and Council of the City of Richmond Hill, Georgia, urge all citizens to support efforts to care for our trees and woodlands.

*IN WITNESS WHEREOF*, I have hereunto set my hand and caused to be affixed the Seal of the City of Richmond Hill, Georgia this 17<sup>th</sup> day of February, 2017.

**Councilmember Carpenter a motion to enter Arbor Day Proclamation into the recorded minutes. The motion was seconded by Councilmember Bass. Motion carried in the affirmative by Councilmembers Carpenter, Murphy, Bass and Fesperman.**

**Planning, Zoning, and Code Enforcement: Scott Allison**

1. Approval/Disapproval of the petition filed with the City of Richmond Hill by **Allen & Kristi Cox** requesting a variance to Article IV, Section 5 (D)(5) of the City of Richmond Hill Zoning Ordinance for a 10 foot side setback variance, to allow the construction of an addition. The property is located at 316 Magnolia Street and is zoned R-1 (Estate Single Family Residential). Map 054 Parcel 1024.

**Councilmember Carpenter made a motion to approve the petition filed with the City of Richmond Hill by Allen & Kristi Cox requesting a variance to Article IV, Section 5 (D)(5) of the City of Richmond Hill Zoning Ordinance for a 10 foot side setback variance, to allow the construction of an addition. The property is located at 316 Magnolia Street and is zoned R-1 (Estate Single Family Residential). Map 054 Parcel 1024. Motion was seconded by Councilmember Fesperman and carried by all.**

2. Approval/Disapproval of the request by **Homes of Integrity Construction** for revision to the Final Plat for Creek Valley Townhomes to be located at 1743 Harris Trail Road.

**Councilmember Murphy made a motion to approve the request by Homes of Integrity Construction for revision to the Final Plat for Creek Valley Townhomes to be located at 1743 Harris Trail Road; motion was seconded by Councilmember Bass and carried by all.**

3. Approval/Disapproval of the building elevations for **Creek Valley Townhomes** 1743 Harris Trail Road.

**Councilmember Murphy made a motion to approve the building elevations for Creek Valley Townhomes 1743 Harris Trail Road; motion was seconded by Councilmember Bass and carried by all.**

4. Approval/Disapproval of the project entrance sign for **Piercefield Forest** located at Piercefield Drive and US Highway 17.

**Councilmember Bass made a motion to approve the project entrance sign for Piercefield Forest located at Piercefield Drive and US Highway 17; motion was seconded by Councilmember Fesperman and carried by all.**

5. Update on the Downtown Development Authority Signage Projects

Mr. Allison provided an overview of the Downtown Development Authority signage projects that are being developed, including way finding signs and street signs. Mayor and Council requested that Mr. Allison extend their gratitude for working on that project for them.

6. r360 Monthly Report

Mr. Allison stated that r360 is representing the City of Richmond Hill at four upcoming conferences, and monthly reports would be submitted at the second council meeting of each month.

7. Code Enforcement

Monthly report submitted.

**Finance Department: Bob Whitmarsh**

1. Approval/Disapproval of Bond Resolution to payoff a GEFA loan

Mr. Whitmarsh stated that this revenue bond will lower interest and save the City a good sum of money. Councilmember Murphy praised Mr. Whitmarsh on a job well done.

**Councilmember Fesperman made a motion to approve the bond resolution to payoff a GEFA loan; motion was seconded by Councilmember Murphy and carried by all.**

2. Approve/Disapprove request from Richmond Hill Historical Society for \$10,500 to support the museum

**Councilmember Carpenter made a motion to approve the request from Richmond Hill Historical Society for \$10,500 to support the museum; motion was seconded by Councilmember Bass and carried by all.**

**UNFINISHED BUSINESS:**

None

## CITY MANAGER TOPICS:

1. Approve/Disapprove bid from **Langdale** for Hurricane Matthew debris grinding and hauling service

**Councilmember Murphy made a motion to approve the bid from Langdale for Hurricane Matthew debris grinding and hauling service; motion was seconded by Councilmember Bass and carried by all.**

## 2. Closed Session to discuss personnel and litigation matters

### **Motion to Enter Into a Closed Meeting of a City Council**

Council member Carpenter makes the following motion:

- (1) That this Mayor and Council now enter into closed session as allowed by O.C.G.A. §50-14-4 and pursuant to advice by the City Attorney, for the purpose of discussing the following: Personnel Matters and Litigation
- (2) That this body, in open session, adopt a resolution authorizing and directing the mayor or presiding officer to execute an affidavit in compliance with O.C.G.A. §50-14-4, and that this body ratify the actions of the council taken in closed session and confirm that the subject matters of the closed session were within exceptions permitted by the open meetings law, said resolution to be in the form as attached hereto.

**The motion was seconded by Councilmember Bass.**

### **Motion Approved**

Those voting in favor of the motion for closure: Council Members Bass, Fesperman and Murphy.

**Councilmember Carpenter made a motion to go back into open session. The motion was seconded by Councilmember Fesperman. Motion carried in the affirmative by Councilmembers Carpenter, Murphy, Bass and Fesperman.**

### **Resolution of the Richmond Hill City Council**

BE IT RESOLVED by the Richmond Hill City Council as follows: At the meeting held on the 21st day of February, 2017, the Council entered into closed session for the purpose of discussing Personnel Matters and Litigation. At the close of the discussions upon this subject, the Council did vote to re-enter into open session and herewith takes the following action in open session:

- (1) The actions of the Council and the discussions of the same regarding the matter set forth for closed session purposes are hereby ratified.
- (2) Each member of this body does hereby confirm that to the best of his or her knowledge, based upon the advice of the City Attorney, the said subject matter of the meeting and of the closed session portion was devoted to matters within the specific relevant exception(s) as set forth above.
- (3) The Mayor, or presiding officer, is hereby authorized and directed to execute an affidavit, with full support of the members of this Council, in order to comply with O.C.G.A. §50-14-4(b).
- (4) The affidavit shall be included and filed with the official minutes of the meeting and shall be in a form as required by the statute, which shall be substantially as follows:

Approved this 21st day of February, 2017.

**Councilmember Carpenter made a motion to approve the Resolution. The motion was seconded by Councilmember Bass. Motion carried in the affirmative by Councilmembers Carpenter, Murphy, Bass and Fesperman.**

### **Affidavit**

Personally appeared before the undersigned-attesting officer, duly authorized to administer oaths, E. Harold Fowler, who, after being duly sworn, deposes and on oath states the following:

- (1) I was presiding officer of a meeting of the Richmond Hill City Council held on the 21<sup>st</sup> day of February, 2017.

(2) That it is my understanding that O.C.G.A §50-14-4(b) provides as follows:

When any meeting of an agency is closed to the public pursuant to subsection (a) of this Code section, the chairperson or other person presiding over such meeting shall execute and file with the official minutes of the meeting a notarized affidavit stating under oath that the subject matter of the meeting or the closed portion thereof was devoted to matters within the exceptions provided by law and identifying the specific relevant exceptions.

(3) The subject matter of the closed meeting or closed portion of the meeting held on the 21st of February, 2017, which was closed for the purpose(s) of discussion of Personnel Matters and Litigation as allowed by O.C.G.A, Title 50, Chapter 14, was devoted to matters within those exceptions and as provided by law.

(4) This affidavit is being executed for the purpose of complying with the mandate of O.C.G.A. §50-14-4(b) that such an affidavit be executed.

This 21st day of February, 2017.

\_\_\_\_\_  
Mayor/Presiding Officer

Sworn to and subscribed before me this 21<sup>st</sup> day of February, 2017.

**Councilmember Bass made a motion to approve the Affidavit and authorize Mayor Fowler to sign. The motion was seconded by Councilmember Fesperman. Motion carried in the affirmative by Councilmembers Carpenter, Murphy, Bass and Fesperman.**

**Councilmember Bass made a motion to take a recess for refreshments only. The motion was seconded by Councilmember Carpenter. Motion was carried in the affirmative by Councilmembers Murphy, Carpenter, Bass and Fesperman.**

**There being no further business, the meeting adjourned at 8:50 P.M. in a motion by Councilmember Bass. Motion was seconded by Councilmember Carpenter. Motion carried in the affirmative by Councilmembers Fesperman, Carpenter, Bass and Murphy.**

Respectfully submitted,



Dawnne Greene  
City Clerk