



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

**Tuesday, March 7, 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:* Jan Bass, John Fesperman and Johnny Murphy

**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*; Mitch Shores, *Police Chief*; Bob Whitmarsh, *Finance Director*; and Ralph Catlett, *Fire Chief*

**Visitors:** John Binder, Kate Barker, Michael Fell, Steve Scholar, Jen Sawyer, Ben Sawyer, Nate Sawyer and Jamie Parker

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 21, 2017**

**Councilmember Bass made a motion to approve the February 21, 2017 City Council Minutes. The motion was seconded by Councilmember Fesperman. Motion carried in the affirmative by Councilmembers Carpenter, Murphy, Bass and Fesperman.**

**DEPARTMENTAL REPORTS:**

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

**Public Safety:**

Police Department: Mitch Shores

1. Approval/Disapproval to use SPLOST funds in the amount of \$4,250 for the purchase of a drug incinerator

**Councilmember Murphy made a motion to approve use of SPLOST funds in the amount of \$4,250 for the purchase of a drug incinerator. The motion was seconded by Councilmember Carpenter. Motion carried in the affirmative by Councilmembers Carpenter, Murphy, Bass and Fesperman.**

Fire Department: Ralph Catlett

1. Overview of **CodeRED**, a high-speed Web-based emergency and mass notification system

Chief Catlett stated an after-action report for Hurricane Matthew would be provided to Council before the beginning of the 2017 hurricane season. Emergency notification to the citizens of Richmond Hill was been a primary concern. The CodeRED system was built for use during time-sensitive situations, with a web-based mapping interface to geographically target citizens.

Public Works: Charles Heino, **Envioworx**  
Nothing to report.

Park & Tree: Harvey Lashley  
Nothing to report.

Planning, Zoning, and Code Enforcement: Scott Allison

1. Approval/Disapproval of the request by **Corde Wilson & Robert Flanders** for Final Plat for Fairway Links at Richmond Hill Plantation to be located at Sterling Links Drive and Port Royal Road.

After discussion regarding a safety concern, Mayor Fowler shall withhold his signature for Final Plat until **Corde Wilson & Robert Flanders** submit a design for decorative fencing with visual reflectors to alert drivers of the pond.

**Councilmember Carpenter made a motion to approve the request by Corde Wilson & Robert Flanders for Final Plat for Fairway Links at Richmond Hill Plantation to be located at Sterling Links Drive and Port Royal Road. The motion was seconded by Councilmember Fesperman. Motion carried in the affirmative by Councilmembers Carpenter, Murphy, Bass and Fesperman.**

2. Approval/Disapproval of the building sign for **Chatham Orthopaedic** to be located at 1203 Gandy Dancer.

**Councilmember Bass made a motion to approve the building sign for Chatham Orthopaedic to be located at 1203 Gandy Dancer. The motion was seconded by Councilmember Fesperman. Motion carried in the affirmative by Councilmembers Carpenter, Murphy, Bass and Fesperman.**

3. Approval/Disapproval of the project entrance sign for **Fairways at Ways Station** located on Sterling Links Way.

**Councilmember Carpenter made a motion to approve the project entrance sign for Fairways at Ways Station located on Sterling Links Way with the condition that the sign structure be the same material and masonry design as the existing signs in the subdivision; the wing walls would be 8 feet in length; the front of the sign would be 12 feet in length; there would be two signs at the entrance in continuity with the existing signs in the neighborhood and as the previous submittal; and the sign face is approved as is. The motion was seconded by Councilmember Fesperman. Motion carried in the affirmative by Councilmembers Carpenter, Murphy, Bass and Fesperman.**

4. Approval/Disapproval of the **Downtown Development Authority** Signage Program and Master Plan.

**Councilmember Bass recused herself due to participation with the Downtown Development Authority.**

**Councilmember Carpenter made a motion to approve the Downtown Development Authority Signage Program and Master Plan. The motion was seconded by Councilmember Fesperman. Motion carried in the affirmative by Councilmembers Carpenter, Murphy and Fesperman.**

**Councilmember Bass rejoined the meeting.**

5. Update on the **Richmond Hill Town Centre** Signage Program and Master Plan

Allison stated that his department would be looking for feedback moving forward on general design and quantity of signs.

Finance Department: Bob Whitmarsh

1. Approve/Disapprove financial report for January, 2017

**Councilmember Bass made a motion to approve the financial report for January, 2017. The motion was seconded by Councilmember Fesperman. Motion carried in the affirmative by Councilmembers Carpenter, Murphy, Bass and Fesperman.**

- a. Overview of Sales Tax Refund Claim with the State of Georgia regarding state sales taxes paid on equipment purchased for the wastewater treatment plant

Whitmarsh stated that sales tax paid on wastewater treatment equipment should be refunded in the next six to twelve months. When the City receives the refund, it will go back into the fund for future capital projects.

## CITY MANAGER TOPICS:

- a. Approval/Disapproval of the developer agreement regarding traffic signal upgrade at 144 and Rushing Street

**Councilmember Murphy made a motion to approve the developer agreement regarding traffic signal upgrade at 144 and Rushing Street. The motion was seconded by Councilmember Carpenter. Motion carried in the affirmative by Councilmembers Carpenter, Murphy, Bass and Fesperman.**

- b. Approval/Disapproval to move SPLOST funds in the amount of \$50,000 from Planning & Zoning, \$25,000 from Fire Department and \$100,000 from Roads to fund the \$175,000 traffic signal upgrade

**Councilmember Bass made a motion to approve the movement of SPLOST funds in the amount of \$50,000 from Planning & Zoning, \$25,000 from Fire Department and \$100,000 from Roads to fund the \$175,000 traffic signal upgrade. The motion was seconded by Councilmember Fesperman. Motion carried in the affirmative by Councilmembers Carpenter, Murphy, Bass and Fesperman.**

- c. Approval/Disapproval for allocating 2017 LMIG of \$120,827.12, 30% general fund match of \$36,250.00, and 2017 SPLOST of \$192,922.88 to fund improvement to the following streets:
  1. Timber Trail paved road shoulders (all)
  2. Wildwood (all)
  3. Linwood (all)
  4. Parkwood (all)
  5. Mimosa (sections)
  6. Piercefield Drive (sections)
  7. Flint Creek Drive (sections)

**Councilmember Carpenter made a motion to approve the allocation of 2017 LMIG of \$120,827.12, 30% general fund match of \$36,250.00, and 2017 SPLOST of \$192,922.88 to fund improvement to the following streets: 1. Timber Trail paved road shoulders (all); 2. Wildwood (all); 3. Linwood (all); 4. Parkwood (all); 5. Mimosa (sections); 6. Piercefield Drive (sections) and 7. Flint Creek Drive (sections). The motion was seconded by Councilmember Murphy. Motion carried in the affirmative by Councilmembers Carpenter, Murphy, Bass and Fesperman.**

## NEW BUSINESS:

- a. Approve/Disapprove request from Fraternal Order of Eagles to serve **beer and wine only** at a state meeting for the F.O.E. in the Wetlands Center at J. F. Gregory Park on April 29, 2017.

**Councilmember Murphy made a motion to approve the request from Fraternal Order of Eagles to serve beer and wine only at a state meeting for the F.O.E. in the Wetlands Center at J. F. Gregory Park on April 29, 2017. The motion was seconded by Councilmember Bass. Motion carried in the affirmative by Councilmembers Carpenter, Murphy, Bass and Fesperman.**

## **PUBLIC COMMENTS**

Councilmember Murphy acknowledged the attendance of Ms. Jen Sawyer with her two sons, Ben and Nate Sawyer. The sons attended the City Council meeting for an Eagle Scout requirement.

Councilmember Carpenter highlighted a photo of J.C. Balio being interviewed. He was struck by a car at the high school crosswalk last year, and advocated at a City Council meeting for the installation of reflective and flashing lights at that crosswalk. Councilmember Carpenter commended staff for quickly implementing a solution, and the three entities working together to make a safer intersection at the high school.

**Councilmember Murphy 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 8:35 P.M. in a motion by Councilmember Murphy. Motion was seconded by Councilmember Carpenter. Motion carried in the affirmative by Councilmembers Fesperman, Carpenter, Bass and Murphy.**

Attest:

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E. Harold Fowler  
Mayor

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Dawnne Greene  
City Clerk