

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

Tuesday, August 16, 2016
7:30 P.M.

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

Staff Present: Chris Lovell, *City Manager*; Linda Blankenship, *Asst. City Clerk*;; Ralph Catlett, *Fire Chief*; Scott Allison, *Director of Planning & Zoning*; Randy Dykes, *Asst. Planning & Zoning*; Charlie Heino, *EOM*; Mark Long, *Code Enforcement*; Ray Smith, *City Attorney*

Visitors: Jamie Parker, Ted O'Neil, Ron Elliott, Brian Felder, Karen Krupp, Billy Albritton, Jon Zirpolo, Raymond Fowler, Robert Smith, Kristi Cox, Tonya Henderson, Carin Behringer, Terry Coleman, Capt. Jason Sakelarios

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 Catlett.

United Way update with Kristi Cox:

Mrs. Kristi Cox told Mayor and Council that she had a packet that included pamphlet's showing United Way funds 100 programs and 58 different agencies; to include a brief summary of things done for the community. Ms. Cox stated she would like to point out that they provide gas cards for families, funding for girls and their specific needs. Locally United Way does "Backpacks of Love" which is given to children to make sure they have food over the weekend, emergency energy funds, and emergency hotels for Homeless people, and school supplies.

The second sheet actually shows some of the partners in Bryan County that help out and we would like to give special thanks to three of them tonight; a Ninth Grader from the Richmond Hill High School, Ms. Isabella Martinez, who actually did a school supply drive all by herself, Chief Catlett for allowing us to use his facility for housing all those school supplies; we had teenagers come in and organize all those supplies, and also Detective Donnie Routh and Daniel Baptist Church who has helped build handicap ramps for people with disabilities. The last thing we partnered with the DP Club of Richmond Hill and sponsored a fish fry and had a great turnout from your Fire and Police Departments, this was a thank you day to honor them. Ms. Cox told Mayor and Council she wanted to thank them for their huge partnership.

Mayor and Council thanked Ms. Cox and Ms. Henderson for everything they do for the community, it was greatly appreciated.

1. Approval of Minutes of Public Hearing on **August 2, 2016**

Councilmember Carpenter made a motion to approve the August 2, 2016 Public Hearing Minutes. The motion was seconded by Councilmember Bass. Motion carried in the affirmative by Councilmembers Carpenter, Fesperman, Bass and Murphy.

1. Approval of Minutes of Council Meeting on **August 2, 2016**

Councilmember Murphy made a motion to approve the August 2, 2016 City Council Minutes. The motion was seconded by Councilmember Fesperman. Motion carried in the affirmative by Councilmembers Carpenter, Fesperman, Bass and Murphy.

DEPARTMENTAL REPORTS:

Administration and Personnel: Linda Blankenship

Nothing to report.

Public Safety:

Police Department: Chief Billy Reynolds

Nothing to report.

Fire Department: Ralph Catlett

Nothing to report. Councilmember Bass thanked both the Fire & Police Departments for attending the Fish Fry and for all their participation and help in community events.

Public Works: Charles Heino, Enviroworx

Nothing to report.

Parks, Recreation and Culture: Harvey Lashley

Nothing to report

Planning, Zoning and Code Enforcement: Scott Allison

1. Approval/Disapproval of the appointment of **John Seagraves** to the Richmond Hill Architectural Review Board. Mr. Allison told Council Mr. Seagraves was not able to attend tonight but would be willing to be on the Architectural Review Board.

Councilmember Bass made a motion to approve the appointment of John Seagraves to the Richmond Hill Architectural Review Board. The motion was seconded by Councilmember Fesperman. Motion carried in the affirmative by Councilmembers Carpenter, Fesperman, Bass and Murphy.

2. Approval/Disapproval of the site plan for **Richmond Hill United Methodist Church Ministry Center** to be located at 9050 Ford Avenue. Mr. Allison told Council included in their packet was a site plan that also showed where additional parking would be located. Mr. Terry Coleman is present if Council has additional questions.

Mr. Coleman had a large plan of the Ministry Center showing new playground, gym, and the new parking. Council told Mr. Coleman that it looked great.

Councilmember Carpenter made a motion to approve the site plan for Richmond Hill United Methodist Church Ministry Center to be located at 9050 Ford Avenue. The motion was seconded by Councilmember Murphy. Motion carried in the affirmative by Councilmembers Carpenter, Fesperman, Bass and Murphy.

3. Approval/Disapproval of the building sign for **Chop It Up Barbershop** to be located at 3745 US Highway 17. Mr. Allison stated included in Council's packet was the ARB Minutes and some of options presented by the sign company. This will be located on Harris Trail where the SSP Barber Shop was originally located. The owner did choose to go with Option 2 that was approved by the ARB; it's the one with the block lettering at the bottom and that's in compliance with our Ordinance.

Councilmember Murphy made a motion to approve the building sign for Chop It Up Barbershop to be located at 3745 US Highway 17. The motion was seconded by Councilmember Bass. Motion carried in the affirmative by Councilmembers Carpenter, Fesperman, Bass and Murphy.

4. Approval/Disapproval of the building sign for **Edward Jones** to be located at 10621 Ford Avenue. Mr. Allison stated this is on Hwy.144 where Golden Memories was located. Mr. Allison explained there is no room on front part of building for sign therefore it needs to go on the side. The rendering of sign is included in your packet. The only condition from the ARB was to center the sign above between the two columns.

Councilmember Fesperman made a motion to approve the building sign for Edward Jones to be located at 10621 Ford Avenue. The motion was seconded by Councilmember Bass. Motion carried in the affirmative by Councilmembers Carpenter, Fesperman, Bass and Murphy.

5. Approval/Disapproval of the request by **Acorn 6A Ford Avenue Real Estate, LLC** for Preliminary Plat for a 2.412 Acre parcel located off of Timber Trail at Timberland Lane. Mr. Allison stated that item's # 5 & 6 are interrelated. Mr. Allison stated a location map was in Council's packet noting just pass the ball fields on Timber Trail and entrance to Turtle Hill Subdivision on left, there's a roadway called Timberland Lane it's a dirt path that goes back to the out parcel. Also in packet is the Richmond Hill Plantation Master Plan for the PD level 2 zoning ordinance. This piece of

property has always been planned for commercial; Mr. Allison stated he has not spoken with property owner to see what his intentions are. It does meet all the city's ordinances and surveyors are present if you have any questions.

Councilmember Fesperman made a motion to approve the request by Acorn 6A Ford Avenue Real Estate, LLC for Preliminary Plat for a 2.412 Acre parcel located off of Timber Trail at Timberland Lane. The motion was seconded by Councilmember Bass. Motion carried in the affirmative by Councilmembers Carpenter, Fesperman, Bass and Murphy.

6. Approval/Disapproval of the request by **Acorn 6A Ford Avenue Real Estate, LLC** for Final Plat for a 2.412 Acre parcel located off of Timber Trail at Timberland Lane.

Councilmember Carpenter made a motion to approve the request by Acorn 6A Ford Avenue Real Estate, LLC for Final Plat for a 2.412 Acre parcel located off of Timber Trail at Timberland Lane. The motion was seconded by Councilmember Fesperman. Motion carried in the affirmative by Councilmembers Carpenter, Fesperman, Bass and Murphy.

7. First Reading of an amendment the **Revenue Ordinance of 2015 to Levy Taxes and Fees and Raise Revenue for the City of Richmond Hill Georgia, Article J. Inspection Fees, Section 6. Sign Fees**, for the purpose of Revising the Sign Permit Fee and Removal of the Annual Sign Renewal Fee. Mr. Allison noted this is basically to remove the \$5.00 annual charge fee in connection with Business License and with our new Sign Ordinance this is no longer a necessity.
8. First Reading of an amendment to the **Revenue Ordinance of 2015 to Levy Taxes and Fees and Raise Revenue for the City of Richmond Hill Georgia, Article L. Utility Service Fees** for the purpose of Adding Section 11 titled "Stormwater Utility Fee". Mr. Allison stated this is just a housekeeping issue to add this into the Revenue Ordinance for audit purposes.
9. First Reading of an amendment to the **Revenue Ordinance of 2015 to Levy Taxes and Fees and Raise Revenue for the City of Richmond Hill Georgia, Article K. Development and Review Fees, Section 3. Facility Fees** for the purpose of Removing Part (E) Use of Amphitheater. Mr. Allison stated this is to remove the fees to rent out the amphitheater which is no longer there.

Mayor Fowler told Council if they had any questions or comments about those items to get with Scott.

Finance Department: Bob Whitmarsh

1. Approve/Disapprove July financial report. Mr. Whitmarsh stated we are now seven months into the physical year and at 58% for the year. We just sent

millage rate to Tax Commissioner so the county should start billing soon. The city is looking good on the revenues. Because gas prices are down it does not look like we will reach our budgeted revenue for SPLOST.

Councilmember Murphy asked if we don't hit our revenue on SPLOST would it be the same for LOST. Mr. Whitmarsh stated it should remain the same and also the Title Tax is holding fairly steady.

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

UNFINISHED BUSINESS:

Mr. Randy Dykes gave Council an update on the road projects noting repair work has started on Constitution Way, Linwood, if money is left we will repair Dogwood, and Cherry Streets while we're in that area. Edsel Drive will begin afterwards. There was some discussion about how much of Edsel would be repaired and also repairs in connection with Pine Crest.

Councilmember Carpenter stated we have long needed a Hardwood Preservation Ordinance and asked if that could be looked into. Mr. Allison noted they would start looking into that and get back with Council.

CITY MANAGER TOPICS: Chris Lovell

1. Closed Session to discuss Personnel Issue:

Motion to Enter Into a Closed Meeting of a City Council

Council member Fesperman 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 Matter

(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.

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

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

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 2nd day of August, 2016
- (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 2nd of August, 2016, which was closed for the purpose(s) of discussion of Personnel Matter 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 2nd day of August, 2016.

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

Resolution of the Richmond Hill City Council

BE IT RESOLVED by the Richmond Hill City Council as follows: At the meeting held on the 2nd day of August, 2016, the Council entered into closed session for the purpose of discussing Personnel Matter. 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 2nd day of August, 2016.

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

Councilmember Carpenter made a motion to approve the retirement of City Clerk Ursula Lee and would also like to add in the motion that Council wished her a wonderful, long, and fulfilling retirement; she has been a part of this city for almost 30 years. Mayor Fowler concurred with that statement and wished her the very best in her retirement. The motion was seconded by Councilmember Bass. Motion carried in the affirmative by Councilmembers Carpenter, Fesperman, Bass and Murphy.

COMMUNICATIONS

PUBLIC COMMENTS

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

There being no further business, the meeting adjourned at 8:12 P. M. in a motion by Councilmember Murphy. Motion was seconded by Councilmember Bass. Motion carried in the affirmative by Councilmembers Fesperman, Carpenter, Bass and Murphy.

Respectfully submitted,

Linda Blankenship
Asst. City Clerk

