



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

Tuesday, May 21, 2019  
7:00 P.M.

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

**Present from City Council:** Russ Carpenter, *Mayor*; *Councilmembers:* Tara Baraniak, Bill Donahue and Kristi Cox

**Staff Present:** Chris Lovell, *City Manager*; Scott Allison, *Assistant City Manager*; Linda Blankenship, *Assistant City Clerk*; Mitch Shores, *Police Chief*; and Brendon Greene, *Fire Chief*.

Pre-agenda session was called to order at 5:38 p.m. and closed at 6:00 p.m. Discussion covered agenda topics; no decisions were made.

Mayor Carpenter called the meeting to order at 7:00 P.M. Chief Shores gave the invocation and led the Pledge of Allegiance.

Approval of Minutes of meeting **May 7, 2019**

**Councilmember Cox made a motion to approve the May 7, 2019 minutes. The motion was seconded by Councilmember Donahue. Motion carried in the affirmative by Councilmembers Baraniak, Cox and Donahue.**

### **PRESENTATION OF BUSINESS LONGEVITY AWARD**

Mayor Carpenter presented Ms. Theresa Hawkins with The Hair Salon. She opened her doors in the City of Richmond Hill forty years ago in 1979.

### **DEPARTMENTS**

Administration: Linda Blankenship

1. Approval/Disapprove request from Catherine Stanton to serve beer and wine only at the Pavilion for a retirement party on June 15, 2019

**Councilmember Baraniak made a motion to approve request from Catherine Stanton to serve beer and wine only at the Pavilion for a retirement party on June 15, 2019. The motion was seconded by Councilmember Donahue. Motion carried in the affirmative by Councilmembers Baraniak, Cox and Donahue.**

Police Department: Mitch Shores  
Monthly Report submitted.

Fire Department: Brendon Greene  
Monthly Report submitted.

Public Works: Mike Coon and Charlie Heino, **EOM**  
Monthly Report submitted.  
220 Tons of bulk trash was hauled away during Georgia Cities Week.

Finance Department: Bob Whitmarsh

1. Approval/Disapproval of March 2019 financial statement

**Councilmember Cox made a motion to approve the March 2019 financial statement. The motion was seconded by Councilmember Donahue. Motion carried in the affirmative by Councilmembers Baraniak, Cox and Donahue.**

Planning, Zoning, and Code Enforcement: Scott Allison

1. Planning Commission / Architectural Review Board Verbal Report
2. Downtown Development Authority (DDA) April Report
3. Historic Preservation Grant Update
4. First reading of a petition filed with the City of Richmond Hill by **Hal Hayes** requesting a master plan revision of the property located at 940 Timber Trail, with a map & parcel number of 054E-133.

#### **CITY MANAGER TOPICS**

1. Approval/Disapproval of Richmond Hill City Center repair for \$7,300 from City Center escrow account

**Councilmember Donahue made a motion to approve the Richmond Hill City Center repair for \$7,300 from City Center escrow account. The motion was seconded by Councilmember Baraniak. Motion carried in the affirmative by Councilmembers Baraniak, Cox and Donahue.**

2. Approval/Disapproval to modify medical benefit termination to one month from event date

**Councilmember Cox made a motion to modify medical benefit termination to one month from event date. The motion was seconded by Councilmember Baraniak. Motion carried in the affirmative by Councilmembers Baraniak, Cox and Donahue.**

#### **COMMUNICATIONS**

The Richmond Hill Fire Department is launching a summer program where the firefighters will read to kids and teach them about fire safety. Children will tour the station, view the apparatus,

spray a fire hose and more. The program is designed for children in grades 2-5.

Councilmember Baraniak discussed the carnival and expressed appreciation to the Bryan County Board of Education for providing shuttles.

There will be a council tour of the City on June 14, 2019 starting at 9:00 a.m.

## **NEW BUSINESS**

1. Approve/Disapprove the cancellation of **July 2, 2019** council meeting

**Councilmember Donahue made a motion to approve the cancellation of July 2, 2019 council meeting. The motion was seconded by Councilmember Baraniak. Motion carried in the affirmative by Councilmembers Baraniak, Cox and Donahue.**

**There being no further business, the meeting adjourned at 7:35 P.M. in a motion by Councilmember Cox. Motion was seconded by Councilmember Donahue. Motion carried in the affirmative by Councilmembers Baraniak, Donahue and Cox.**

Respectfully submitted,

Dawnne Greene  
City Clerk