

Called Meeting, City of Harlem, Georgia
January 25, 2016
Public Safety Building

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The City Council of the City of Harlem, Georgia met for a Called meeting on Monday, January 25, 2016 at the Public Safety Building at 6:00 p.m. with Mayor Robert W. Culpepper presiding.

Present: COUNCIL: Mayor Robert W. Culpepper, Councilmember Daniel Bellavance, Councilmember Elect Jennifer Bennett, Councilmember Elect Gregg Stokes and Councilmember John Thigpen; COUNCIL STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore and City Attorney Adam Nelson.

PURPOSE: Oaths of Office

The meeting was called to order by Mayor Culpepper at 6:05 p.m.

Invocation: City Attorney Nelson

Pledge of Allegiance: Mayor Culpepper

Oath of Office:

- **Jennifer Bennett-Councilmember Elect:** Mayor Culpepper administered the Oath of Office.
- **Gregg Stokes-Councilmember Elect:** Mayor Culpepper administered the Oath of Office.

As there was no further business, Councilmember Thigpen made the motion to adjourn the meeting; 2nd by Councilmember Stokes. Motion carried with Councilmember's Bellavance, Bennett, Stokes and Thigpen voting in the affirmative. The meeting adjourned at 6:12 p.m.

Respectfully submitted,

Debra E. Moore
City Clerk

Present: COUNCIL: Mayor Robert W. Culpepper, Councilmember Daniel Bellavance, Councilmember Jennifer Bennett, Councilmember Gregg Stokes and Councilmember John Thigpen; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore and City Attorney Adam Nelson; CITY STAFF: Public Works Director Robert Fields, Police Chief Chuck Meadows and Fire Chief Tripp Lonergan.

The meeting was called to order by Mayor Culpepper at 6:30 p.m.

UNFINISHED BUSINESS:

Ordinance-Second Reading:

- **Body Art:** This is the second reading of the Ordinance to amend Title XV, Chapter 152 Planning and Zoning Code, §152.005, §152.047 and §152.093. There are two options proposed. Option #1 is more restrictive in that are not allowed in any zoning district and the services must be performed by a physician or osteopath licensed under Chapter 34 of Title 43 of the Official Code of Georgia or as amended. Option #2 allows for a conditional use in the B-2 and B-3 Business districts and the artists would have to provide proof of a Columbia County Board of Health Issued Body Art License to the City prior to providing body are services at a location within the City. This went before the Planning & Zoning Commission for a recommendation at their December meeting. The Commission is recommending Option #2 for approval.

Other: There was none at this time.

NEW BUSINESS:

2016 Mayor Pro Tem Election: Council will need to make nominations and vote on those nominations.

2016 Council Committee Appointments: The City Council has the following four committees:

- Administrative Committee
- Public Works Committee
- Community Development Committee
- Public Safety Committee

Each committee consists of a Chairperson, the Mayor serving as the Vice Chairperson and three Councilmembers. The Chairperson's will be recommended by the Mayor and approved by Council.

Proclamations:

- **Arbor Day:** February 16, 2016 is recognized as Arbor Day in the City of Harlem. There will be a tree planting and program on the 16th by the Harlem Pioneer Garden Club at 4:00 p.m. at the Harlem Woman's Club.
- **STAR Student Program:** February 11, 2016 will be designated as Student Teacher Achievement Recognition Day in Harlem. This will be the 55th year.

Award Bid-Verdery Street Drainage Improvements: The City went out to bid for this project to replace a failed stormwater pipe between Verdery Street and US Highway 78. The apparent low bidder was

NEW BUSINESS (cont'd):

Award Bid-Verdery Street Drainage Improvements (cont'd): Lonergan and Son in the amount of \$83,466.00. There is an amount of \$50,000.00 that was included in the FYE 12/31/2016 budget for the project. City Manager Rizner is recommended awarding the bid due to the amount of time this project has been an issue. He is also recommending that if there is not sufficient savings in other Streets & Drains over the year that the actual cost would be transferred from Reserves. There was some discussion led by Councilmember Bennett and Councilmember Bellavance concerning the project as to whether there were any other projects or areas that needed work and also on the replacement of the sewer line replacement. City Manager Rizner reviewed the history of the project. Mayor Culpepper recognized Mickey Lonergan and asked him to address the question on the sewer line. Mr. Lonergan explained the purpose of the sewer line work. There was no further discussion.

Ordinance-First Reading:

- **R355 Zoning Classification:** The R355 Senior Housing District would provide areas for senior residential development and for related non-commercial, recreational, religious and institutional facilities normally required to supplement an attractive residential area. This classification is based loosely on the current R-3 classification. The R355 classification is limited to residents 55 and older unless they're a caregiver or spouse. It allows for multiple types of dwellings (single family dwellings, two-family dwellings and multi-family dwellings) as well as other uses that are already permitted in R-3 districts. It establishes the minimum lot requirements, conditional uses, and material and design standards. With the adoption of this ordinance, no properties would be rezoned. This simply makes this an option if someone was looking to rezone property. This went before the Planning Commission for recommendation; they are recommending it for approval. Councilmember Bennett had concerns with the smaller lot and questioned who would be responsible for the environmental studies; the developer is responsible for this. She also expressed concerns with Code Enforcement pertaining to the requirement of the residents being 55 and older; the property owner would be in charge of this. Councilmember Bennett also brought up that day cares and private schools were included in the conditional uses. City Manager Rizner responded that the information was pulled directly from the R-3 classification, but that it could be amended. There was also a question pertaining to compliance with the Comprehensive Plan; City Attorney Nelson stated that it would have to be amended. This is a new zoning classification. City Attorney Nelson reviewed everything. Mayor Culpepper commented that the intent for writing this came out of prior discussions. Council will need to approve the first reading if they wished to proceed.

Amendment to Probation Services Contract: Mike Popplewell of CSRA Probation is requesting a \$5.00 increase in the fees they charge to those on probation due to a change in the law limiting them to the number of supervision fees per year they could charge on "pay only cases". Council would need to approve the amendment to the agreement. A discussion ensued concerning the department doing in house probation.

Other: There was none at this time.

As there was nothing further before Council for discussion, Councilmember Thigpen made the motion to adjourn the Work Session and to reconvene after a short break for the Regular meeting; 2nd by Councilmember Bellavance. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative. The Work Session closed at 7:01 p.m.

Debra E. Moore
City Clerk

The City Council of the City of Harlem, Georgia met for their Regular meeting on Monday, January 25, 2016 at the Public Safety Building following the Work Session that was held at 6:30 p.m. with Mayor Robert W. Culpepper presiding.

Present: COUNCIL: Mayor Robert W. Culpepper, Councilmember Daniel Bellavance, Councilmember Jennifer Bennett, Councilmember Gregg Stokes and Councilmember John Thigpen; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore and City Attorney Adam Nelson; CITY STAFF: Public Works Director Robert Fields, Police Chief Chuck Meadows and Fire Chief Tripp Lonergan.

The meeting was called to order by Mayor Culpepper at 7:12 p.m.

Approve Agenda: Councilmember Thigpen made the motion to approve the agenda as written; 2nd by Councilmember Stokes. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

Approval of the Minutes: Councilmember Stokes made the motion to approve the minutes of the December 14, 2015 Budget Hearing, the December 28, 2015 Regular meeting and Executive Session as written; 2nd by Councilmember Bellavance. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

Public Comment: The following residents addressed Council:

Linda Culpepper, 457 E. Trippe Street: Speeding on E. Trippe Street; recommending to the Public Safety for further discussion

Jessica Schultz, 665 S. Louisville Street: Dispatch

Norm Selby, 205 W. Milledgeville Road: Losing Dispatch Officers & Programs; Sawdust Road (trucks crossing and hanging up); tornado warning system

LaShon R. Bennett, 835 Appling-Harlem Road: New zoning classification (R355)

Gina Bennett, 829 Appling-Harlem Road: New zoning classification (R355)

Roxanne Whitaker, 120 Frances Street: New zoning classification (on Steering Committee for the updated Comprehensive Plan; it was expressed that there was not a need or want for senior housing/small homes); Dispatchers: compared this to the loss of the ambulance service inside the City

UNFINISHED BUSINESS:

Ordinance – Second Reading:

- **Body Art:** Councilmember Thigpen made the motion to approve the second reading of the Body Art ordinance and Option #2; 2nd by Councilmember Stokes. Discussion: This allows for a conditional use in zoning classifications B-2 and B-3 as well as the need for proof of licensure thru the Columbia County Board of Health. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

Other: There was none at this time.

NEW BUSINESS:

2016 Mayor Pro Tem Election: Councilmember Stokes made the motion to open the floor for nominations; 2nd by Councilmember Bellavance. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

Councilmember Stokes nominated Councilmember Thigpen for Mayor Pro Tem.

Councilmember Stokes made the motion to close the floor for nominations and to approve the nomination of John Thigpen as Mayor Pro tem; 2nd by Councilmember Bennett. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

2016 Council Committee Appointments: Mayor Culpepper is recommending the following Council Committee Appointments:

Administrative Department:	Mayor Pro tem John Thigpen, Chair
Public Works Department:	Councilmember Daniel Bellavance, Chair
Public Safety Department:	Councilmember Gregg Stokes, Chair
Community Development Department:	Councilmember Jennifer Bennett, Chair

Proclamations:

- **Arbor Day:** Mayor Pro tem Thigpen made the motion to approve the Proclamation recognizing February 16, 2016 as Arbor Day in the City of Harlem; 2nd by Councilmember Bellavance. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.
- **STAR Student Program:** Councilmember Bennett made the motion to approve the Proclamation recognizing February 11, 2016 at Student Teacher Achievement Recognition Day; 2nd by Mayor Pro tem Thigpen. This will be the 55th year. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

Award Bid - Verdery Street Drainage Improvements: Mayor Pro tem Thigpen made the motion to approve the bid award to Lonergan & Son in the amount of \$83,466.00 and any necessary budget amendments as needed; 2nd by Councilmember Stokes. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

NEW BUSINESS (cont'd):

Ordinance – First Reading:

- **R355 Zoning Classification:** Councilmember Bennett made the motion to deny the 1st Reading of the Ordinance establishing the R355 Zoning Classification and to send it back to Planning and Zoning for further review and amendments and to revisit it later; 2nd by Councilmember Bellavance. Motion carried with Councilmember Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

Amendment to Probation Services Contract: Councilmember Bellavance made the motion to disallow the proposed amendment of increasing the supervision fees by \$5.00; 2nd by Mayor Pro tem Thigpen. Discussion: Mayor Pro tem Thigpen suggested that Mr. Popplewell come before Council to discuss it with them. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

Other: There was none at this time.

Department Reports: The following departments gave reports for the month of December 2015:

Public Works Department	Robert Fields, Public Works Director
Fire Department	Tripp Lonergan, Fire Chief
Police Department	Chuck Meadows, Police Chief
Administrative Department	Jason Rizner, City Manager

Announcements:

January 28	HPC Meeting; 6:30 p.m.; Public Safety Building
February 11	STAR Student Program; 7:00 p.m.; Harlem Woman's Club
February 15	City Offices Closed – President's Day
February 16	Pioneer Garden Club Arbor Day Program; 4:00 p.m.; Harlem Woman's Club
February 22	Work Session/Council Meeting; 6:30 p.m.; Public Safety Building

Executive Session: Mayor Pro tem Thigpen made the motion to go into Executive Session; 2nd by Councilmember Stokes. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative. The Regular meeting closed at 7:59 p.m.; Executive Session convened at 8:09 p.m.

Mayor Pro tem Thigpen made the motion to close Executive Session and to reconvene the Regular meeting; 2nd by Councilmember Stokes. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative. Executive Session closed at 9:00 p.m. and the Regular meeting reconvened at that time.

City Attorney Nelson reported that one personnel matter was discussed and that no final action was taken.

NEW BUSINESS (cont'd):

Executive Session (cont'd): Mayor Pro tem Thigpen made the motion to authorize for the Mayor to sign the Affidavit affirming this report; 2nd by Councilmember Bennett. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

Mayor Pro tem Thigpen made the motion to allow the Mayor to work on a contract with the Sheriff's Department for dispatch services and to sign the contract subject to legal counsels' approval; 2nd by Councilman Bellavance. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

As there was no further business, Mayor Pro tem Thigpen made the motion to adjourn the meeting; 2nd by Councilmember Bellavance. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative. The meeting adjourned at 9:04 p.m.

Respectfully submitted,

Debra E. Moore
City Clerk