

The City Council of the City of Harlem, Georgia held a Called meeting on Friday, February 3, 2017 at 6:00 p.m. at the Public Safety Building with Mayor Robert W. Culpepper presiding.

Present: COUNCIL: Mayor Robert W. Culpepper, Mayor Pro tem John Thigpen, Councilmember Daniel Bellavance, and Councilmember Gregg Stokes; COUNCIL STAFF: City Clerk Debra E. Moore; ABSENT: Councilmember Jennifer Bennett and City Manager Brett Cook.

PURPOSE: Oath of Office: Municipal Court Judge – E. Gary Beddingfield, Jr.

The meeting was called to order by Mayor Culpepper at 6:00 p.m.

The Invocation was given by Mayor Culpepper.

The Pledge of Allegiance was led by Mayor Culpepper.

**Oath of Office:**

- **Municipal Court Judge – E. Gary Beddingfield, Jr.:** Mayor Culpepper administered the Oath of Office to Mr. Beddingfield. Judge Beddingfield will start presiding at court on February 21, 2017.

As there were no further items before Council, Mayor Pro tem Thigpen made the motion to adjourn the meeting; 2<sup>nd</sup> by Councilmember Stokes. Motion carried with Councilmembers Bellavance, Stokes and Thigpen voting in the affirmative. The meeting closed at 6:05 p.m.

Respectfully submitted,

Debra E. Moore  
City Clerk

Present: COUNCIL: Mayor Robert W. Culpepper, Mayor Pro tem John Thigpen, Councilmember Daniel Bellavance, Councilmember Jennifer Bennett and Councilmember Gregg Stokes; COUNCIL STAFF: City Manager Brett Cook, City Clerk Debra E. Moore and City Attorney Adam Nelson.

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

The Invocation was given by City Attorney Nelson.

The Pledge of Allegiance was led by Mayor Culpepper.

**Special Recognition – Percy Blount:** Mayor Culpepper presented Mr. Blount a plaque recognizing his 27 years of service to the City of Harlem as Municipal Court Judge.

**Special Recognition – Tree City USA 10 Year Award – Mark Wiles, Georgia Forestry Commission:** Mr. Wiles was not present at this time; this item was deferred to the Regular meeting.

UNFINISHED BUSINESS:

**Ordinance:**

- **Ordinance No. 1701 – Annexation Ordinance: Map & Parcel 031 036; Location: Appling Harlem Road; 99.20 Acres:** Mayor Pro tem Thigpen presented the 2<sup>nd</sup> Reading of the Ordinance to annex in Map & Parcel 031 036 located on Appling Harlem Road and consists of 99.20 acres.

**Resolution No. 2017-2 – Fairview Drive Name Change:** Mayor Pro tem Thigpen presented Resolution No. 2017-2 that will rename Fairview Drive to N. Fairview Drive. The renaming of Fairview Drive will better serve the citizens and eliminate existing confusion with mail delivery. The renaming will be effective the date the Resolution is adopted.

NEW BUSINESS:

**Rezoning – RZ-2017-01-01, Parcel 031 036, from R-A Residential Agriculture (Columbia County) to A-1 Agriculture (City of Harlem):** This is an Administrative request and is part of the State requirements when annexing property into the city of Harlem's boundaries. The designation of A-1 Agriculture is the most compatible zoning to the County's R-A Residential Agriculture. This item went before the Planning & Zoning Commission for review and recommendation on February 7, 2017; their recommendation is for approval.

**Resolutions:**

- **2017-3 – Records Retention Schedule:** The Resolution is for the adoption of the current Georgia Archives Local Government Record Retention Schedule and any subsequent, revised, record retention schedules. It is also authorizing the administrative staff of the City to take all necessary steps to carry out the authorization.
- **2017-4 – New Job Description:** The Resolution is for the adoption of the Job Description of the position of Senior Center Clerk.

NEW BUSINESS (cont'd):

**Resolutions (cont'd):**

- **2017-5 – Request for Local Legislation for TAD:** The Resolution is for the establishment of Tax Allocation Districts. This is allowed after approval by the General Assembly and a local referendum. The City is requesting the local delegation to sponsor local legislation to authorize the City to use Tax Allocation Districts when and if they are deemed in the best interest of the City. Currently the City is not planning or proposing to use one; it will be a “tool” for use if needed.

**Consider Lease-Purchase Agreement:** City Manager Cook reported that Council will not need to consider this at this time. This was for the acquisition of vehicles for the Police Department. Funding is currently available for the purchase of two vehicles thus saving on interest that would be paid with this type of agreement.

**Other:** City Manager Cook was tasked with setting up a planning retreat for Council.

With no further items for discussion, Councilmember Bellavance made the motion to adjourn the meeting and to return after a ten minute break for the Regular meeting; 2<sup>nd</sup> by Councilmember Stokes. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative. The meeting adjourned at 6:52 p.m.

Debra E. Moore  
City Clerk

The City Council of the City of Harlem, Georgia met for their Regular meeting on Monday, February 27, 2017 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, Mayor Pro tem John Thigpen, Councilmember Daniel Bellavance, Councilmember Jennifer Bennett and Councilmember Gregg Stokes; COUNCIL STAFF: City Manager Brett Cook, 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 7:03 p.m.

**Approve Agenda:** Councilmember Stokes made the motion to approve the Agenda as written; 2<sup>nd</sup> by Mayor Pro tem Thigpen. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

**Approval of the Minutes:** Mayor Pro tem Thigpen made the motion to approve the minutes as written; 2<sup>nd</sup> by Councilmember Bennett. Councilmember Stokes made the motion to amend the original motion to include the January 16, 2017 Called Meeting and the January 23, 2017 Regular Meeting and Executive Session minutes as written; 2<sup>nd</sup> by Councilmember Bennett. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

**Special Recognition – Tree City USA 10 Year Award – Mark Wiles, Georgia Forestry Commission:** Mr. Wiles presented Mayor Culpepper with a plaque recognizing the City for their designation as a Tree City for ten years. Mr. Wiles also recognized former Councilmember Tom Blalock for his work.

**Public Comment (three minute limit):**

Ann Blalock of the Harlem Arts Council came before Council to make a formal request to be able to use what is currently the Harlem Library for an art center and a historic display center after the new Library is opened.

Calvin Coolidge of 6624 Ponderosa Lane came before Council to reiterate his concerns with the Fairview Drive/Sawdust Road proposed subdivision.

UNFINISHED BUSINESS:

**Ordinance – 2<sup>nd</sup> Reading:**

- **Ordinance No. 1701 – Annexation Ordinance: Map & Parcel 031 036; Location: Appling Harlem Road; 99.20 Acres:** Mayor Pro tem Thigpen made the motion to approve Ordinance No. 1701 for the annexation of Map & Parcel 031 036 located on Appling Harlem Road and consists of 99.20 acres; 2<sup>nd</sup> by Councilmember Stokes. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

**Resolution No. 2017-2 – Fairview Drive Name Change:** Mayor Pro tem Thigpen made the motion to approve Resolution No. 2017-2 for the renaming of Fairview Drive to N. Fairview Drive; 2<sup>nd</sup> by

NEW BUSINESS (cont'd):

**Resolution No. 2017-2 – Fairview Drive Name Change (cont'd):** Councilmember Bennett. Discussion: City Manager Cook will file with the County. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

**Other:** There was nothing at this time.

NEW BUSINESS:

**Rezoning – RZ-2017-01-01: Map & Parcel 031 036, from R-A Residential Agriculture (Columbia County) to A-1 Agriculture (City of Harlem):** Councilmember Bellavance made the motion to approve RZ-2017-01-01 for the rezoning of Map & Parcel 031 036 to A-1 Agriculture; 2<sup>nd</sup> by Councilmember Stokes. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen in the affirmative.

**Resolutions:**

- **2017-3 – Records Retention Schedule:** Councilmember Stokes made the motion to approve the Resolution adopting the current Georgia Archives Local Government Record Retention Schedule and any subsequent, revised, record retention schedules; 2<sup>nd</sup> by Councilmember Bennett. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen in the affirmative.
- **2017-4 – New Job Description:** Mayor Pro tem Thigpen made the motion to approve the Resolution adopting the job description of the position of Senior Center Clerk; 2<sup>nd</sup> by Councilmember Stokes. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.
- **2017-5 – Request for Local Legislation for TAD:** Mayor Pro tem Thigpen made the motion to approve the Resolution requesting the local delegation to sponsor local legislation to authorize the City to use Tax Allocation Districts; 2<sup>nd</sup> by Councilmember Stokes. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

**Consider Lease-Purchase Agreement:** There is no action to be taken on the item; resolved prior to the meeting.

**Other:** There was nothing at this time.

**Department Reports:** The following departments gave reports for the month of January 2017:

Public Works Department	Robert Fields, Public Works Director
Police Department	Chuck Meadows, Police Chief
Fire Department	Tripp Lonergan, Fire Chief
Community Development Department	N/A
Administrative Department	Brett Cook, City Manager

**Announcements:**

March 7	Planning Commission Meeting; 6:00 p.m.; Public Safety Building
March 8	Urban Redevelopment Agency Board Meeting; 9:30 a.m.; City Hall
March 23	HPC Meeting; 6:30 p.m.; Public Safety Building
March 27	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; 2<sup>nd</sup> by Councilmember Bennett. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative. Council adjourned to go into Executive Session at 7:31 p.m.; Executive Session opened at 7:35 p.m.

Mayor Pro tem Thigpen made the motion to come out of Executive Session; 2<sup>nd</sup> by Councilmember Stokes. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative. Executive Session closed at 7:50 p.m. and the Regular session reconvened.

City Attorney Nelson reported that there were three Real Estate matters discussed and that no final action was taken.

Councilmember Stokes made the motion to authorize the Mayor to sign the Affidavit acknowledging this report; 2<sup>nd</sup> by Councilmember Bellavance. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

With no further items before Council for discussion, Councilmember Bellavance made the motion to adjourn the meeting; 2<sup>nd</sup> by Councilmember Stokes. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative. The meeting adjourned at 7:52 p.m.

Respectfully submitted,

Debra E. Moore  
City Clerk