

The City Council of the City of Harlem, Georgia held a Called meeting on Monday, January 16, 2017 at 5:30 p.m. at Harlem City Hall 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 Barry Fleming.

PURPOSE: Planning Work-Session - Discussion of Comprehensive Plan & Land Usage
(Discussion Only; No action will be taken)

The meeting was called to order by Mayor Culpepper at 5:35 p.m.

The Invocation was given by City Attorney Fleming.

The Pledge of Allegiance was led by Mayor Culpepper.

Discussion of Comprehensive Plan & Land Usage – Discussion: City Manager Cook started off by saying that we need to look at what we have in place (Comprehensive Plan, Land Usage, etc.) and what Council wants to accomplish; then he will give his perspective. This will be informal; no goals to achieve tonight. It will be general conversation.

The Comprehensive Plan is the document that drives/guides Council on decision making. The heart of the plan is vision; preserve small town charm and grow responsibly.

We are working under the Planned Unit Development ordinance. We need to define density for all zones and look at the benefits for the City as well as the Developers. Mayor Culpepper questioned is we could be specific in how density is done referencing setbacks. The City can control everything within a PUD. City Manager Cook is recommending clarifying gross density per each zoning classification. For the PUD classification we need to define the starting point, see what is advantageous to the City and require more from the developers (architectural, transportation, water modeling, tree survey, Phase I environmental study, etc.); we need to develop the process.

There was some discussion on impact fees; City Attorney Fleming and Nelson will look at and get information back.

Mayor Pro tem Thigpen asked how special conditions will be enforced ten years down the road; City Manager Cook responded thru Code Enforcement. Councilman Bellavance wants City Manager Cook to come up with an example of requirements.

Our current PUD can be a combination of Residential, Commercial and Industrial. We need one for Residential that may allow for a small amount of Commercial.

There was some discussion on whether to consider costs on the developers and if we are in line with other surrounding governments.

Discussion of Comprehensive Plan & Land Usage – Discussion (cont'd): City Manager Cook stated that our Comprehensive Plan does not need to be modified. He proposes modifying our ordinances. He needs help in knowing what Council wants to be able to incentivize. He wants to be able to create an ordinance that is diverse enough that everyone would be happy. He prefers to meet with Council one on one. He will put together a list of items that he knows has been in other areas. We need to strengthen our requirements.

Councilman Thigpen questioned about the application that is before Council; the developer will be notified that we are working to update our land use and that it could take 60-90 days and consideration to postpone until that time. City Manager Cook does not feel that we need to do a moratorium. If the application is turned down, they cannot come back for two years.

City Manager Cook will start to get feedback from Council; Councilman Bellavance would like to see a warranty on infrastructure.

Mayor Culpepper expressed his appreciation for City Manager Cook doing this for Council. It will be a fresh set of eyes to help move us forward.

With no further discussion, Mayor Pro tem Thigpen made the motion to adjourn the meeting; 2nd by Councilman Bellavance. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative. The meeting adjourned at 7:07 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; CITY STAFF: Public Works Director Robert Fields, Police Chief Chuck Meadows, Fire Chief Tripp Lonergan, Community and Development Director David Jenkins.

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.

UNFINISHED BUSINESS:

Rezoning – Parcel – 031-102B – Sawdust/Fairview Drive: City Manager Cook will ask Council to postpone until February.

Other: There was none at this time.

NEW BUSINESS:

2017 Mayor Pro tem Election: Council will need to elect a Mayor Pro tem for 2017.

2017 Council Committee Appointments: Information on the 2016 Council Committee appointments is included in the packet. If there are any changes to the Chairman for the Committees, Council will need to approve the new appointments.

Urban Redevelopment Agency Appointment: Commissioner John Spivey resigned as of January 13, 2017. Mayor Culpepper will be requesting the appointment of Al Harris to fill his unexpired term. Commissioner Al Reeves' initial term expired September 2016; he will need to be reappointed to the Commission for a two-year term. Both Mr. Reeves and Mr. Harris' terms will expire in September 2018.

Resolution 2017-1 – Municipal Court Judge Appointment: We received Judge Percy Blount's resignation that is effective December 31, 2016. Per State law we need to appointment the new Judge for a one year term.

2017 General Election – Qualifying Dates & Fees: The City will be conducting a General Election this year for the seats of Mayor and two Councilmembers. The seats of Councilmembers Thigpen and Bellavance and Mayor Culpepper are up this year. The qualifying dates are August 21-23 from 8:30 a.m. to 4:30 p.m. The qualifying fees are 3% of the gross salary; for Mayor the fee is \$144.00, for Councilmember the fee is \$108.00. Council will need to approve to set the qualifying dates and fees.

NEW BUSINESS (cont'd):

Proclamations:

- **Arbor Day:** February 17, 2017 will be recognized as Arbor Day in the City of Harlem.
- **STAR Student Program:** February 9, 2017 will be recognized as "Student Teacher Achievement Recognition Day". This will be the 56th year that the program is being sponsored by the Harlem Woman's Club.

Ordinances:

- **Ordinance No. 1701 – Annexation of Parcel 031 036 Located on Appling Harlem Road:** This ordinance is to annex the property owned by Frederica Clary (Cora VK Neal TUW), William B. Craig, Susan R. Craig, Sherri Strickland, and LeGrand Van Keuren III; located on Appling Harlem Road; Map & Parcel 031 036; Zoned A-1 Agriculture; 99.20 acres. An annexation petition was received, reviewed and determined lawful. Notification was sent to Columbia County. All advertising and signage requirements were adhered to. Council would need to approve this as the first reading.
- **Ordinance No. 1702 – Annexation of Parcel 031 032 Located on Appling Harlem Road:** This ordinance is to annex the property owned by Frederica Clary (Cora VK Neal TUW) and LeGrand Van Keuren III; located on Appling Harlem Road; Map & Parcel 031 032; Zoned A-1 Agriculture; 74.39 acres. An annexation petition was received, reviewed and determined to be lawful. Notification was sent to Columbia County. All advertising and signage requirements were adhered to. Council would need to approve this as the first reading.

Rezoning – Consider Rezoning Application at 180 W. Milledgeville Road by Edwina Crump: The applicant has submitted an application (RZ-2016-12-03) requesting the property located at 180 W. Milledgeville Road be rezoned from R-1B Residential to B-3 General Business District for Commercial Offices. The Planning Commission is recommending approval of the rezoning request given the consistency of the proposal with the City of Harlem Comprehensive Plan and the minimal redevelopment of the site. If approved, this will go before the Historic Preservation Commission for consultation pertaining to the demolition of existing accessory buildings, any tree removal and the construction of a new accessory building.

Fairview Drive – Consider Name Change: Mayor Pro tem Thigpen is requesting consideration of renaming Fairview Drive to N. Fairview Drive. There have been ongoing issues with mail delivery between Fairview Drive and S. Fairview Drive. Councilmember Bennett reported that she has a conversation with Columbia County GIS and their suggestion was to change the numbering and not the street name. Mayor Pro tem Thigpen reported that he had approached County Manager Scott Johnson about the issue as Fairview Drive also extends into the County; he is willing to do what we need. City Manager Cook recommends steering clear of house numbering. He spoke about the intersection with the railroad and using conformity with what we have and change the name. Note: There is no crossing/intersection between S. Fairview and Fairview Drive; they do not meet. There would be fewer disturbances for the residents. He will propose a resolution for the next month to do the name change. He reiterated being consistent with what we have in place. City Manager Cook will speak with the County.

NEW BUSINESS (cont'd):

Other: There was none at this time.

As there was no further items for discussion, Mayor Pro tem Thigpen made a motion to adjourn the meeting and to return after a five minute break; 2nd by Councilmember Stokes. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative. The meeting adjourned at 6:57 p.m.

Debra E. Moore
City Clerk

The City Council of the City of Harlem, Georgia met for their Regular meeting on Monday, January 23, 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, Fire Chief Tripp Lonergan, Community and Development Director David Jenkins.

The meeting was called to order by Mayor Culpepper at 7:05 p.m.

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

Approval of the Minutes: Councilmember Stokes made the motion to approve the minutes for the Month of December 2016 as written; 2nd by Councilmember Bellavance. Note: The minutes included the following:

1. Called Meeting and Executive Session December 5, 2016
2. Budget Hearing, December 12, 2016
3. Called Meeting and Executive Session, December 12, 2016
4. Regular Meeting and Executive Session, December 27, 2016

Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen in the affirmative.

Public Comment:

Robin Meads – 6628 Ponderosa Lane; Subject-PUD rezoning, Larry Prather, Fairview/Sawdust: Ms. Meads presented Council with pictures taken Jan 2-3. She wanted to address the stormwater runoff. She also has a video of the rain from last night and today.

Bill Speer – 663 Fairview Drive; Subject-Fairview/Sawdust Rezoning: Mr. Speer expressed his appreciation for the last meeting (January 16). He now feels that a PUD is the way to go; with changes. He feels that Fairview needs a bike path or sidewalk. He also spoke about the speeding on Fairview.

Bryant Coolidge – 6624 Ponderosa Lane; Subject-Fairview/Sawdust Rezoning: Mr. Coolidge expressed his concerns. He has contacted CSX as well as DNR about wetlands. He referenced the pond located at 777 Sawdust and the fact it never goes dry. He feels that it is state wetlands and is spring fed. He spoke about someone donating land for a stop light. He commented that the developer has to supply Topo and As Builts; he would like to see them.

UNFINISHED BUSINESS:

Rezoning – Parcel 031-102B – Sawdust/Fairview: Mayor Pro tem Thigpen made the motion to postpone this item until the February meeting to allow City Manager Cook time to work on some items; 2nd by Councilmember Stokes. Discussion: City Manager cook reported that he has spoken with Steve Castle who is in the Engineering Department at Columbia County about looking at the roads. He should have some items by the time this item comes back for action. Councilmember Bennett recused herself from voting due to having a conflict of interest. Motion carried with Councilmembers Bellavance, Stokes and Thigpen voting in the affirmative.

Other: There was none at this time.

NEW BUSINESS:

2017 Mayor Pro tem Election: Councilmember Stokes made the motion to nominate Councilmember Thigpen as Mayor Pro tem for 2017; 2nd by Councilmember Bellavance. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

Councilmember Stokes made the motion to close the nominations and to elect Councilmember Thigpen as Mayor Pro tem for 2017; 2nd by Councilmember Bennett. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

2017 Council Committee Appointments: No action was taken as the Committee Chairman's were staying the same; the Mayor serves as the Vice Chairman on all Committees. The Committee Chairs are as follows for 2017:

- Administrative Committee: Mayor Pro tem John Thigpen, Chairman
- Community Development Committee: Councilmember Jennifer Bennett, Chairwoman
- Public Safety Committee: Councilmember Gregg Stokes, Chairman
- Public Works Committee: Councilmember Danny Bellavance, Chairman

Urban Redevelopment Agency Appointment: Mayor Pro tem Thigpen made the motion to approve the appointment of Alvin Harris and Al Reeves to the Urban Redevelopment Agency; 2nd by Councilmember Stokes. Disc: Mr. Harris and Mr. Reeves will serve until September 2018. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

2017 General Election – Qualifying Dates & Fees: Councilmember Bellavance made the motion to accept the qualifying dates and fees for the 2017 General Election; 2nd by Mayor Pro tem Thigpen. Disc: Qualifying starts on Monday, August 21 and will end on Wednesday, August 23. Qualifying will be during the hours of 8:30 a.m. and 4:30 p.m. The fees for Mayor will be \$144.00; for Councilmember \$108.00. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

NEW BUSINESS (cont'd):

Proclamations:

- **Arbor Day:** Mayor Pro tem Thigpen made the motion to approve the Proclamation recognizing, Friday, February 17 as Arbor Day in the City of Harlem; 2nd by Councilmember Bennett. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.
- **STAR Student Program:** Councilmember Stokes made the motion to approve the Proclamation recognizing, Thursday, February 9 as "Student Teacher Achievement Recognition Day"; 2nd by Councilmember Bennett. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

Ordinances – First Reading:

- **Ordinance No. 1701 – Annexation of Parcel 031 036 Located on Appling Harlem Road:** Councilmember Bellavance made the motion to approve the First Reading of the ordinance to annex in Map & Parcel 031 036 located on Appling Harlem Road; 2nd by Mayor Pro tem Thigpen. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.
- **Ordinance No. 1702 – Annexation of Parcel 031 032 Located on Appling Harlem Road:** Mayor Pro tem Thigpen made the motion to approve the First Reading of the ordinance to annex in Map & Parcel 031 032 located on Appling Harlem Road; 2nd by Councilmember Stokes. Discussion: It will be March before this Ordinance will be eligible for the second reading. The annexation has to go before the Planning & Zoning Commission for a rezoning recommendation. Motion carried with Councilmember Bellavance, Bennett, Stokes and Thigpen in the affirmative.

Rezoning – Consider Rezoning Application at 180 W. Milledgeville Road by Edwina Crump: Mayor Pro tem Thigpen made the motion to approve Rezoning Application 2016-12-03 rezoning 180 W. Milledgeville from R-1B Residential to B-3 General Business District; 2nd by Councilmember Stokes. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

Fairview Road – Consider Name Change: This item was for discussion only. City Manager Cook will have a proposed Resolution in February.

Other: There was none at this time.

Department Reports: The following Departments gave reports for the month of December 2016:

Public Works Department

Robert Fields, Public Works Director

Police Department

Chuck Meadows, Police Chief

Fire Department

Tripp Lonergan, Fire Chief

Community Development Department

David Jenkins, Community Development Director

Administrative Department

Brett Cook, City Manager

Announcements:

January 26	HPC Meeting; 6:30 p.m.; Public Safety Building
February 7	Planning Commission Meeting; 6:00 p.m.; Public Safety Building
February 8	Urban Redevelopment Agency Board Meeting; 9:30 a.m.; City Hall
February 9	STAR Student Program; 7:00 p.m.; Harlem Woman’s Club
February 20	City Offices Closed – President’s Day
February 23	HPC Meeting; 6:30 p.m.; Public Safety Building
February 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; 2nd by Councilmember Stokes. Motion carried with Councilmember Bellavance, Bennett, Stokes, and Thigpen in the affirmative. The Regular meeting closed at 7:40p.m.; Executive Session opened at 7:43 p.m.

Councilmember Stokes made the motion to come out of Executive Session; 2nd by Mayor Pro tem Thigpen. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative. Executive Session closed at 8:35 p.m. and the Regular meeting reconvened.

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

Mayor Pro tem Thigpen made the motion to authorize the Mayor to sign the Affidavit affirming this report; 2nd by Councilmember Stokes. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

Resolution 2017-1 – Municipal Court Judge Appointment: Mayor Pro tem Thigpen made the motion to appoint Gary Beddingfield as the Harlem Municipal Court Judge for a term of one year; 2nd by Councilmember Stokes. Motion carried by a vote of 3-1 with Councilmembers Bellavance, Stokes and Thigpen voting in the affirmative; Councilmember Bennett voting in the negative.

As there was nothing further before Council for discussion, 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 8:36 p.m.

Respectfully submitted,

Debra E. Moore
City Clerk