

**CITY OF BERKELEY LAKE  
COUNCIL MEETING  
4040 SOUTH BERKELEY LAKE ROAD  
BERKELEY LAKE, GEORGIA 30096  
FULL MINUTES  
MARCH 19, 2020**

**ATTENDANCE**

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Mayor Pro tempore: Rebecca Spitler

Council Members: Rodney Hammond, Scott Lee, Chip McDaniel

City Officials: Tom Rozier - City Administrator, Leigh Threadgill – Deputy City Administrator

Members of the Public: 1

Members of the Press: 0

**CALL TO ORDER**

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Spitler called the meeting to order at 8:00 PM at 4040 South Berkeley Lake Road. A quorum of council members was in attendance.

*Spitler: I call the March 19 city council meeting to order and would like to note the special provisions under which we are operating this evening. Due to the highly contagious nature of the novel COVID-19 virus and public health recommendations for social distancing we are conducting this meeting with the most basic contingent of staff and city officials possible. Council member Bob Smith already had plans to be out of town and he indeed is. We have asked the mayor to stay home and I, Rebecca Spitler, am acting as mayor for this meeting. That leaves us with a quorum of council members, Scott Lee, Chip McDaniel and Rodney Hammond, for voting purposes. We also have our City Administrator, Tom Rozier, here to help us conduct the meeting. We are practicing safe social distancing and given our short agenda expect to complete our business as expeditiously as possible. I thank all of you for being here with me tonight.*

**AGENDA**

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Spitler solicited motions regarding the agenda.

**Lee made a motion to accept the agenda as amended. McDaniel seconded the motion. All council members were in favor and the motion passed.**

**CONSENT AGENDA**

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Spitler noted the following as items on the consent agenda and solicited a motion:

- a) Minutes of February 20, 2020 Council Meeting
- b) Financial Reports – December 2019

- c) Financial Reports – January 2020

**McDaniel made a motion to approve all items on the consent agenda. Lee seconded the motion. All were in favor and the motion passed.**

## **OLD BUSINESS**

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There was no old business to discuss.

## **NEW BUSINESS**

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- a) Mayoral Appointments – Supplemental
1. Leigh Threadgill – Deputy City Administrator, Deputy City Clerk
  2. Chris Kimberley and Ginny Nevins – Arts Committee

**McDaniel made a motion to approve the mayoral appointments as presented. Hammond seconded the motion. All were in favor and the motion passed.**

*Rozier: After a career spanning 44 years of service not only to the City of Berkeley Lake but also Fulton, Gwinnett and Barrow Counties and the City of Loganville, Pat Chapman is retiring, and we will genuinely miss her in so many ways. Pat's replacement is Leigh Threadgill who held the position for almost 6 years before Pat. Leigh has also worked for the Cities of Wilmington, North Carolina and LaGrange, Georgia as well as Forsyth County and we are fortunate and glad to have Leigh back among us.*

Spitler administered the oath of office to Leigh Threadgill.

- b) Public Safety: Berkeley Lake Homeowners Association- Proposal to temporarily lower lake level in January 2021

**Lee made a motion to approve the BLHA proposal as presented for a single instance of lake lowering in January 2021. McDaniel seconded the motion. All were in favor and the motion passed.**

- c) O-20-231 – Update list of additional building codes to be enforced

*Threadgill: The Georgia Department of Community Affairs has adopted a new list of updated building codes to be enforced throughout the state, effective January 1, 2020. While the city's ordinance provides for automatic updating of the city's list for the mandatory building codes, we must periodically decide the optional codes we want to enforce. O-20-231 proposes the adoption of the 2012 International Property Maintenance Code and the 2012 International Existing Building Code to replace the older versions of these codes currently in effect. Tonight, I am asking that this ordinance be placed on first read.*

**McDaniel made a motion to place O-20-231, an ordinance specifying the building codes to be enforced in addition to the state minimum codes, to repeal conflicting ordinances, to provide for an effective date and for other purposes, on first read. Hammond seconded the motion. All were in favor and the motion passed.**

d) O-20-232 – Post Development Stormwater Management Ordinance Amendment

Threadgill: *As its title suggests, this ordinance deals with the design and long-term maintenance of stormwater control facilities on both public and private property. We are required as a condition of our stormwater permit from the state to have this type of ordinance in place. The first section of this ordinance deletes a conflicting provision concerning the controlling design standard for stormwater facilities. The second section is the new ordinance and is based on the model ordinance developed by the Metropolitan North Georgia Water Planning District for its member jurisdictions of which we are one. This section adopts the Georgia Stormwater Manual as the design standard for structural and non-structural best management practices for stormwater control and establishes the enforcement mechanisms at the city's disposal to ensure long-term maintenance of facilities. Tonight, I am requesting that O-20-232 be placed on first read.*

**Lee made a motion to place O-20-232, an ordinance adopting the Georgia Stormwater Manual regulating Post Development Stormwater Management for New Development and Redevelopment, to repeal conflicting ordinances, to provide for an effective date and for other purposes, on first read. McDaniel seconded the motion. All were in favor and the motion passed.**

e) O-20-233 – 2019 Budget Amendment

Rozier: *O-20-233 is a housekeeping measure to identify a final status of expenses and revenues for 2019. I am requesting that council place the item on first read and to schedule a public hearing regarding the amendment for April 16<sup>th</sup> at 8:00 PM.*

**Hammond made a motion to place O-20-233, an ordinance to amend the budget for the year 2019, to repeal conflicting ordinances, to provide for an effective date and for other purposes, on first read and to hold a public hearing regarding the amendment on April 16, 2020 at 8:00 PM. Lee seconded the motion. All were in favor and the motion passed.**

f) 30-day Extension of Occupation Tax Certificate Deadlines for 2020

Rozier: *I'm seeking a motion to extend all Occupation Tax Certificate issuing deadlines by 30 days for the year 2020.*

**Lee made a motion to extend all occupation tax certificate issuing deadlines by 30 days for the year 2020. McDaniel seconded the motion. All were in favor and the motion passed.**

## **PUBLIC COMMENTS**

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There were no comments.

## **ADJOURNMENT**

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**There being no further business to discuss, Hammond moved to adjourn. Lee seconded the motion. All were in favor and the motion passed.**

Spitler adjourned the meeting at 8:07 PM.

Submitted by:

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Tom Rozier  
City Clerk