

**CITY OF BERKELEY LAKE  
COUNCIL MEETING  
4040 SOUTH BERKELEY LAKE ROAD  
BERKELEY LAKE, GEORGIA 30096  
FULL MINUTES  
MAY 21, 2020**

**ATTENDANCE**

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Mayor: Lois Salter

Council Members: Rodney Hammond, Scott Lee, Chip McDaniel, Bob Smith, Rebecca Spitler

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

Constance Hughes – Deputy City Clerk, Amy Cowan – Attorney

Members of the Public: 0

Members of the Press: 0

**WORK SESSION**

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The mayor and council reviewed the meeting agenda and materials with staff.

**CALL TO ORDER**

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Salter called the meeting to order at 8:02 PM via conference call. A quorum of council members was in attendance.

*Salter: Our meeting is being held tonight by public conference call due to COVID-19 virus social distancing requirements. The council members and I are participating in the call with video capabilities in case anyone wonders how I am interpreting their voting tonight. In order to ensure that members of the public have access to this meeting, an advertisement was placed in the newspaper of record for Gwinnett County; a notice was placed at the front door of city hall; and a link was placed on the city website regarding the meeting. All of which included instructions for dialing into the meeting via telephone. For any members of the public in attendance, please dial star-six to mute your line to prevent ambient noise if you are not speaking as part of the meeting. To un-mute your line to speak, press star-six again. This is still a new process for our council meetings, so please bear with us as we continue to learn to use this system.*

**AGENDA**

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Salter solicited motions regarding the agenda.

*Rozier: I would like to request that we change the title of new business item 'a' to O-20-235 Amendment to Chapter 70-3 and 70-4, Driveway Permits.*

**Lee made a motion to accept the agenda with the recommended change. Spitler seconded the motion. All council members were in favor and the motion passed.**

#### **CONSENT AGENDA**

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

- a) Minutes of April 16, 2020 Council Meeting
- b) Financial Reports: March 2020

**Hammond 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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- a) 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 adopt the amendment.*

**Spitler made a motion to adopt 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. McDaniel seconded the motion. All were in favor and the motion passed.**

#### **NEW BUSINESS**

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- a) O-20-235 Amendment to Ch 70-3 and 70-4 Driveway Permit

Threadgill: *In order to ensure that driveways are constructed in accordance with the Residential Driveway Standard Detail required in section 70-3 and 70-4 of the City Code, staff would like to task the city building inspector to inspect driveway construction. The recommended change is to compensate the inspector for performing driveway inspections.*

**Lee made a motion to place Code Sections 70-3 and 70-4 on first read to amend the driveway permit cost to \$100. Spitler 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, McDaniel moved to adjourn. Smith seconded the motion. All were in favor and the motion passed.**

Salter adjourned the meeting at 8:08 PM.

Submitted by:

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Tom Rozier  
City Clerk