



**COUNCIL MEETING
4040 SOUTH BERKELEY LAKE ROAD
BERKELEY LAKE, GEORGIA 30096
FULL MINUTES
JANUARY 15, 2026**

ATTENDANCE

Mayor: Lois Salter

Council Members: Skip Dahlstrom, Bill Lacy, Billy Lyons, Chip McDaniel and Rebecca Spitler

City Officials: Leigh Threadgill - City Administrator, Dick Carothers – City Attorney

Members of the Public: 17

Members of the Press: 0

CALL TO ORDER

Salter called the meeting to order at 8:03 PM and asked Carothers to swear in the newly elected officials – Skip Dahlstrom, Bill Lacy, Bill Lyons and Chip McDaniel.

SWEARING IN OF NEWLY ELECTED COUNCIL MEMBERS

- a) Skipper Dahlstrom – Council Member-At-Large
- b) Bill Lacy – Council Member-At-Large
- c) Bill Lyons – Council Member-At-Large
- d) Chip McDaniel – Council Member-At-Large

Carothers swore in the candidates who were elected to City Council at the November 4, 2025, election.

Salter offered words of congratulations to those who were sworn in and thanked them for their service.

AGENDA

Salter solicited a motion regarding the agenda.

Spitler made a motion to accept the agenda as submitted. McDaniel seconded the motion. All council members were in favor and the motion passed.

PUBLIC HEARING

Salter noted there are no public hearings tonight.

CONSENT AGENDA

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

- a) Minutes of December 11, 2025, Council Meeting
- b) Minutes of December 11, 2025, Council Work Session
- c) Financial Statements of November 2024 – Unaudited
- d) Atlas Dam Inspection Proposal

McDaniel made a motion to approve all items on the consent agenda. Lyons seconded the motion.

Lyons amended the motion to correct the date of the financial statements from 2024 to 2025. McDaniel seconded the motion. All were in favor and the motion passed.

OLD BUSINESS

Salter noted there is no old business tonight.

NEW BUSINESS

- a) Code of Conduct Affirmation

Salter: The next item of new business is the agreement this group made with each other years ago wherein we would annually recall to our attention the code of conduct we worked together to create. We want to annually affirm that. The code requires that it be brought before council annually and asks each council member to ratify the Code of Conduct anew at that time.

Code of Conduct

- a) *The City of Berkeley Lake adopts by reference, as if fully set forth herein, the provisions of OCGA 45-10-1 and Section 2.14 of the City of Berkeley Lake Charter. Any conflict between local ordinance and state statutes and/or the charter shall be resolved in accordance with the provisions of state statute and the charter.*
- b) *It is the policy of the City of Berkeley Lake to observe the highest standards of public conduct, considering the roles of both elected and appointed city officials to be primarily that of a trustee of the public's resources. Consequently, this code seeks to establish criteria and guidelines that will encourage all city officials to serve others, not themselves; to use resources with efficiency and economy; to treat all people fairly; to use the power of their positions only for the well-being of constituents; and to create an environment of honesty, openness and integrity.*
- c) *Public officials and employees of the city shall treat all citizens with courtesy, impartiality, fairness, and equality under the law, and shall avoid both actual and*

potential conflicts of interest between their private self-interest and the public interest.

d) The following are found to be ethics violations in the City of Berkeley Lake and are prohibited:

- 1) Coercing or attempting to influence persons outside a public meeting by offering to exert the power and resources of their position to achieve a private objective;*
- 2) Making commitments, implicitly or explicitly, that the city will take actions the council has not agreed to;*
- 3) Accepting gifts or favors with a value of more than \$50, or multiple gifts with a cumulative value of \$100 from any single source, or soliciting any gift or favor, from persons regulated by and conducting business with the city;*
- 4) Disclosing confidential information from closed meetings without the prior authorization of the mayor and council;*
- 5) Requesting, using or permitting the use of any publicly-owned or publicly-supported property, vehicle, equipment, labor, or service for the personal convenience or the private advantage of a member of the mayor and council, except as otherwise provided by law;*
- 6) Engaging in private employment with, or rendering services in exchange for compensation for, any entity that has business transactions with the city, unless full disclosure of the nature and extent of such employment or services has been made;*
- 7) Appointing or voting for the appointment of any person related to the individual by blood, marriage or adoption to fill an office, position, employment, or duty, when the salary, wages, pay, or compensation is to be paid out of public funds;*
- 8) Making remarks in a public meeting that are personally disparaging or reflect negatively on the character of others (rather than expressing a different point of view), or allowing others to do the same;*
- 9) Failing to vote on all matters lawfully coming before a member of the city council or a commission appointed by the city council without stating a reason for doing so.*

e) In the interests of advancing efficient, transparent and good government, the following activities shall be required:

- 1) City council members and commission members appointed by the city council will announce the details of ex parte contacts and communications prior to any action on a matter which was the subject of the ex parte contact/communication;*

- 2) *Presiding officers of city meetings shall not permit personally disparaging remarks or comments that reflect negatively on the character of others (rather than expressing a different point of view), and shall declare such persons out of order;*
- 3) *To avoid the appearance of impropriety, any member of the mayor and council or commission member appointed by the mayor and city council determined to have a conflict of interest or a potential conflict of interest shall leave the room for the entire duration of the deliberations and actions on the matter;*
- 4) *Persons wishing to speak at public meetings must first be recognized by the chair or presiding officer;*
- 5) *Council members who communicate, by whatever means, policy positions, opinions, or city-related recommendations which are not the official position of the city shall clarify that their communications speak only for themselves and are not the official position of the city;*
- 6) *Violations of the city's codes of ethics witnessed by members of the governing body will be reported to the mayor (or mayor pro tem in the event the mayor is the subject of an alleged violation);*
- 7) *The city's ethics ordinances shall be reviewed annually by the mayor and council.*
- f) *Hearings and Determinations: Upon the sworn complaint of any person alleging facts, which if true would constitute a violation of this code, the mayor and council shall conduct a public hearing at which the accused shall be given the opportunity to be heard, either personally or through counsel. At the conclusion of said hearing, the mayor and council shall, in written findings of fact and conclusions based thereon, make a determination concerning the propriety of the conduct of the official or appointee in question.*

Spitler made a motion to ratify the code of Conduct for 2026. Dahlstrom seconded the motion. All were in favor. The motion passed signifying that each council member has personally ratified the Code of Conduct.

b) Election of Mayor Pro Tem

McDaniel nominated Rebecca Spitler to fulfill the duties of mayor pro tem for 2026. Lacy seconded the nomination. All were in favor and the motion passed.

c) Mayoral Appointments

City Administrator, City Clerk, Election Superintendent & Absentee	Leigh Threadgill
Ballot Clerk	
Court Clerk and Deputy City Clerk	Lila Hunter
City Treasurer	John Pendleton
City Marshal / Code Enforcement Officer	Rob Hiller

Deputy City Marshal / Code Enforcement Officer
City Attorney
Solicitor
City Auditor
City Building Inspector
Municipal Judge
Pro Hac Vice Judge
Planning & Zoning Commissioner
City Engineer
Georgia Piedmont Land Trust Board Member

Andy Anderson
Dick Carothers
Angela Couch
Meredith Lipson
Craig Lokey
Charles Barrett
Margaret Washburn
Rand Kirkus
Greg Sistrunk
Rebecca Spitler

Neighborhood Liaisons

Berkeley Commons and Berkeley Walk
Berkeley Field and Commercial Areas
BLHA and River Mansions
Miramont and Hermitage Plantation
River District and Habersham on the River

Bill Lacy
Bill Lyons
Chip McDaniel
Rebecca Spitler
Skip Dahlstrom

Committees

Berkeley Lake Conservancy (BLC)

Margaret Bergeron – Chair
Matt Bingham
Kelli Clay
Gene Hutchinson
Jo Jagor
Amy Waldheim
Rebecca Spitler - Liaison

Arts Committee

Chris Kimberley - Chair
Greta Agnew
Ann Carpenter
Alan Lankford
Jason Ouimette
Carol Seitz
Chip McDaniel - Liaison

Financial Affairs

John Pendleton - Chair
Calvin Grier
Dorris Hollingsworth
Dick Lopresti
Steve Rea
Kathy Sanders
John Small
Bill Lacy - Liaison

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

d) Fee Schedule Amendment

Threadgill: Staff has been working on updating the fee schedule for several reasons, including state law changes and inflation impacting the cost of providing building inspection services. The proposed changes are focused primarily on building permit fees, which fund building inspections. Additionally, staff suggests increasing the administrative fee for occupation tax certificates to offset software costs and staff time assisting applicants.

Dahlstrom made a motion to amend the fee schedule as proposed. Spitler seconded the motion. All were in favor and the motion passed.

PUBLIC COMMENTS

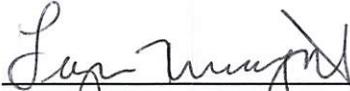
There were no public comments.

ADJOURNMENT

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

Salter adjourned the meeting at 8:11 PM.

Submitted by:



Leigh Threadgill, City Clerk

