

CITY OF HOSCHTON
CITY COUNCIL AGENDA
MONDAY, APRIL 13, 2020
HOSCH HALL AT 6:30PM
73 CITY SQUARE, HOSCHTON



WORK SESSION MINUTES

This meeting will be held remotely

CALL TO ORDER 6:32pm with Mayor Shannon Sell

ROLL CALL

Mayor Shannon Sell – Present
Councilmember Adam Ledbetter
Councilmember Shantwon Astin
City Attorney, Thomas Mitchell
Staff Member, Jennifer Harrison

OPENING PRAYER by Pastor Jerry Gaddis of The Hoschton Church of God of Prophecy

PLEDGE OF ALLEGIANCE by Mr. Steve Steebs, Airforce Veteran

AGENDA APPROVAL Mayor stated that one addition will be added to this agenda. Changing of the times for the Planning and Zoning Meeting, Council Work Session and the Regular Council meeting. Time now is 6:30pm, Time will be adjusted to 7:00pm, for ALL three meetings.

Motion by Councilmember Ledbetter to amend the agenda by adding under New Business #13. To Change Meeting time for all three meetings from 6:30PM to 7:00PM. Second Motion by Councilmember Astin. All in favor.

MINUTE APPROVAL

December 5, 2019 – Special Called Meeting Minutes
December 5, 2019 – Work Session Meeting Minutes
December 9, 2019 – Budget Hearing Meeting Minutes
December 9, 2019 – Regular Council Meeting Minutes
December 11, 2019 – Special Called Meeting Minutes
December 14, 2019 – Special Called Meeting Minutes
December 20, 2019 – Special Called Meeting Minutes
December 23, 2019 – Special Called Meeting Minutes

Mayor asked if there were any changes that needed to be made to the minutes referenced above? None taken by Council.

A. OLD BUSINESS

1. Appoint City Judge

Councilmember Ledbetter asked that we advertise this since we have only received one applicator, and this will allow more to submit. Mayor Sell agreed that since we are not in any rush that this would be the best way to handle this. City Attorney, Thomas Mitchell asked if the City would still be interested in Judge Steele being considered? Councilmember Astin suggested that we post an ad with our legal organ and on the City website to see if we can get more applicators with a deadline of 30 days.

2. Set Court Dates for 2020

*In Section 5-105 of our ordinance it states that the Municipal Court shall be held at Hoschton City Hall and be convened at regular intervals as provided by resolution and may be changed at the direction of the council from time to time. **Adopted Ordinance on June 1, 2018***

Mayor Sell stated that we should wait on addressing this item until we had a Judge in place to work with his availability.

3. Adopt Purchasing Policy

Rachel Bembry, Our City Financial Consultant stated that we are looking at the first read of our new draft for our updated purchasing policy. This is stated in Section 6 of our financial policy. The current Purchasing Policy that is in place was created in 2006. We did modify slightly in January 2020. This new policy practices best policies. The second read will take place on Monday, April 20th.

Councilmember Astin wanted to know what significant changes have been made in this policy that we are updating? Ms. Bembry stated that this is a more detailed policy even more than the thresholds that were approved in January. We went from a 2-page policy to a more in depth 50-page policy. Ethics, authorized purchases, etc. will be

Mayor Sell asked if tonight qualifies as a first read. City Attorney says it does not. Because this is a policy that is incorporated in our ordinance, we may just be able to adopt this in the meeting.

City Attorney states that a First read & second read must be done at a voting session only. Mr. Mitchell suggest that we adopt this on Monday, April 20th as a policy that is already incorporated in our ordinance.

Mayor Sell clarified to Mr. Mitchell that we will adopt this at our next meeting? Mr. Mitchell confirmed with a yes.

4. Appoint Citizen Advisory Board

Councilmember, Adam Ledbetter stated that the city has never had a citizen advisory board, and this is something we would like to implement in our City. City Attorney, Mr. Mitchell, said this is something that we would need to investigate and even look at how other municipalities have theirs set up with an ordinance in place. All Agreed.

B. NEW BUSINESS

1. To appoint a Mayor Pro-tem

Mayor Sell stated that he discussed this with Councilmember Ledbetter and would be his preference to keep Councilmember Ledbetter as Mayor Pro Tem. All agree with no discussion.

2. Preliminary Plat for Cresswind Full Build-Out

-See statement on #3 that will answer for both #2 and #3 questions from City Planner, Mr. Jerry Weitz.

3. Preliminary Plat for Twin Lakes Full Build-Out

Mr. Jerry Weitz, City Planner stated that he sent several comments back to the engineer several days ago. There were several items that did not meet code.

Mayor Sell suggested to the council that we needed to table this until these comments were approved by Mr. Jerry Weitz.

4. Modification of Promissory Note and Loan Agreement for Georgia Environmental Finance Authority (GEFA) To extend date for the groundwater development project per Mr. Jerry Hood, EMI

Mayor Sell stated that this was extending the loan date of on already existing project. Mayor Sell asked if there were any questions from the council? No Comments to address.

5. Sign new Contract for Mr. Jerry Weitz to be City Planner

Mayor Sell stated that he read through the contract and had no questions, changes or comments. Council had none as well.

6. Jackson County Hazard Mitigation plan update 2019-2024

Mayor Sell stated that this is a plan that comes around to all municipalities every 5 years and this is standard for all. Council had no questions, changes or comments.

7. Statewide Mutual Aid and Assistance Agreement

Mayor Sell stated that this is a plan that comes around to all municipalities that is like the last item (#6 – above) and this is standard for all. Council had no questions, changes or comments.

8. To Appoint a City Clerk

Mayor recommended Jennifer Harrison to be appointed as the next City Clerk. Council had no questions, changes or comments.

9. To Appoint a Planning & Zoning Commission

Mayor pro tem, Adam Ledbetter stated that there are 5 seats on this board. 2 had expired, 2 had resigned and 1 seat is still occupied by Mr. James Lawson, his term expires December 2020.

Councilmember Ledbetter explained that himself and Councilmember Astin had conducted interviews with 4 candidates that were pleased with each of their applications. These interviews were set prior to having our new mayor. Councilmember Ledbetter has recently gone over each application with Mayor Sell and Mayor Sell had no concerns with the qualified applicants that were interviewed. By voting these applicants in, they would start May 4, 2020.

10. 2020 Re-certification for the Certified Ethics Program

City Attorney, Thomas Mitchell created a resolution and read aloud.

11. To appoint an ethics committee

Mayor Pro Tem Ledbetter stated that we had over 90 ethic complaints and these complaints has not been heard. Councilmember Ledbetter's job is to appoint 6 individual that will be given to the city clerk. Councilmember Ledbetter also added that by the regular council meeting, he would have a list of chosen citizens to present to Mayor & Council.

12. FY2019 EOY Budget Amendment

Rachel Bemby stated that this amendment captured the activity that occurred in 2019. The adjustments are from August 2019 – December 2019.

Councilmember Astin asked what exactly was amended? Rachel stated that you will see more of a Decrease in alcohol license, Larger fluctuation included development fees & zoning permits.

13. To Change Planning & Zoning, Council Work Session & Regular Council Meeting times from 6:30pm to 7:00pm for the remainder of 2020.

Council had no questions, changes or comments.

C. EXECUTIVE SESSION (If necessary)

Motion to go into executive session by Councilmember Ledbetter, Second by Councilmember Astin. All in favor at 7:16pm.

Motion to go out of executive session by Councilmember Ledbetter, Second by Councilmember Astin. All in favor at 7:47pm with no vote taken on personnel and no action was taken on litigation.

Pursuant to the attorney-client privilege and as provided by Georgia Code section 50-14-2(1), a meeting otherwise required to be open was closed to the public in order to consult and meet with legal counsel pertaining to pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the agency or any officer or employee or in which the agency or any officer or employee maybe directly involved and the matter discussed was pending or potential litigation; Meeting to discuss or deliberate upon the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer or employee as provided in Georgia Code section 5014-3(b)(2).

D. ADJOURN

Motion to adjourn by Councilmember Astin, Second by Councilmember Astin. All in favor at 7:48pm.

Join Zoom Meeting

<https://us02web.zoom.us/j/702169529?pwd=QVRUTit1RHdONno3bysvdUwxY01EQTO9>

Meeting ID: 702 169 529

Password: 924798

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Dial by your location

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