



**SPECIAL CALLED COUNCIL MEETING  
4040 SOUTH BERKELEY LAKE ROAD  
BERKELEY LAKE, GEORGIA 30096  
FULL MINUTES  
MARCH 15, 2022**

**ATTENDANCE**

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Mayor: Lois Salter

Council Members: Rodney Hammond, Scott Lee, Chip McDaniel

City Officials: Leigh Threadgill - City Administrator

Richard Carothers – City Attorney

Members of the Public: 1

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 8:00 PM. A quorum of council members was in attendance.

**AGENDA**

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Salter updated council regarding 604 Hilltop Lane, New Business (a), and stated that because there is an alternative solution the applicant has withdrawn the request for a right-of-way parking exemption. Salter then solicited a motion regarding the agenda.

**McDaniel made a motion to amend the agenda to remove New Business item (a). Lee 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 February 17, 2022 Council Meeting
- b) Financial Statements of December 2021 - Unaudited

**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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There was no old business to discuss.

## NEW BUSINESS

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- a) O-22-242, Amendment to Section 78-366 and 78-367 of the Zoning Ordinance regarding variance expiration.

Threadgill: *This is a request from the Planning & Zoning Commission who considered it and recommended approval of it at their February 8, 2022, meeting. The intent of the revision is to create a new administrative variance category for the Planning and Zoning Commission chair to be authorized to grant a one-time, one-year extension for an expiring or expired variance provided the application is made within 24 months of original variance approval. Additionally, the extension can be no longer than 12 months from the original expiration date. I am requesting the item be placed on first read and a public hearing be scheduled for April 21<sup>st</sup> at 8:00 PM.*

**McDaniel made a motion to place O-22-242, an ordinance to amend Chapter 78-366 and 78-367, to repeal conflicting ordinances, to provide for an effective date and for other purposes, on first read and to schedule a public hearing on the matter for Thursday, April 21<sup>st</sup> at 8:00 PM. Hammond seconded the motion. All were in favor and the motion passed.**

- b) O-22-243, Proposed 2021 Budget Amendment

Threadgill: *O-22-243 is a housekeeping measure to identify a final status of expenses and revenues for 2021. I am requesting that council place the item on first read and schedule a public hearing regarding the amendment for April 21<sup>st</sup> at 8:00 PM.*

**Hammond made a motion to place O-22-243, an ordinance to amend the budget for the year 2021, 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 21, 2022, at 8:00 PM. Lee seconded the motion. All were in favor and the motion passed.**

- c) Public Works. Stormwater Complaint Investigation – 0 Peachtree Industrial Blvd.

Threadgill: *This proposal not to exceed \$1,400 is to investigate the property recently purchased by the city located at 0 Peachtree Industrial Blvd. to determine if there are erosion and sediment control issues. I am requesting council authorization to fund this stormwater investigation with American Rescue Plan Act funds.*

**Lee made a motion to accept the proposal and authorize Keck & Wood to perform the described services at a cost not to exceed \$1,400 and to pay for the services using American Rescue Plan Act funds. McDaniel seconded the motion. All were in favor and the motion passed.**

- d) Finance: Intergovernmental Agreement with Gwinnett County for Tax Collection Services

Threadgill: *This intergovernmental agreement between the City and Gwinnett County is for tax collection for 2022. I would ask for you to authorize the mayor to sign the agreement upon approval as to form by the City Attorney.*

**McDaniel made a motion to authorize the mayor to enter into the agreement subsequent to approval as to form by the city attorney. Hammond seconded the motion. All were in favor and the motion passed.**

#### **PUBLIC COMMENTS**

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Nathan Melanson, 610 Hilltop Lane, stated he was finishing some septic system repairs and wondered what it would take to get sewer extended to his property. He has talked to his neighbors, and he believes he has the initial interest. He put a poll on *Nextdoor* and about half the people said they were interested. He is willing to put in the initial request for his street, but rather than doing it piece by piece for the rest of the city, can the city contact the county to see if the county could do a feasibility for the whole city. Do we have to go street by street to get enough interest to get sewer?

Salter stated that the sewer that has been extended has been done at the request of small groups with someone organizing them, such as Tom Kitchens for Bayway Circle and Steve Seitz. Salter explained that the county does sewer and not the city, but there are some documents that are available for the sewer petition.

Melanson stated that he had the forms and he's talked to enough neighbors for the five signatures he believes are needed. But there are some properties around Lakeshore that are scheduled, but there are so many properties. Just petitioning for Hilltop, what about the people that are just a couple houses down, do they have to start the process over and over again for every zone or area? Can we do a big bang and ask Gwinnett County to do a feasibility study of what the zones are and then figure out if we have enough interest to make it a bigger project instead of a piece meal at a time.

There was brief discussion about the current sewer petition project that is in process.

Melanson went onto say that he is located near a cove that has a lift station and wondered if that would be a possible connection for his street.

There was discussion about the low-pressure sewer system and that it does not use lift stations.

Melanson said that his section is just a few properties and there has been interest from the HOA (BLHA) to move from septic to sewer. He indicated that he was willing to help, but he isn't sure how the county will come up with the zones or sections.

Salter asked Melanson to write down his name, address, phone number and email address and that she would research this and get back to him.

Council commended him on his initiative.

Melanson indicated that he understands it is a big project to organize and he is looking at available resources to help.


#### **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.**

Salter adjourned the meeting at 8:14 PM.

Submitted by:



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Leigh Threadgill  
City Clerk

