

CITY OF PINE LAKE
REGULAR MEETING MINUTES
October 31st, 2023 at 7:00 PM
Council Chambers
459 Pine Drive, Pine Lake, GA

Call to Order: Mayor Hammet called the Regular Session to order at 7:03pm.

Present: Mayor Melanie Hammet, Council Members Tracey Brantley, Nivea Castro, and Augusta Woods. Also present were City Manager ChaQuias Miller-Thornton and Assistant City Clerk Ned Dagenhard. Mayor Pro Tem Jean Bordeaux, Administrative Coordinator Missye Varner, Chief of Police Sarai Y'hudah-Green, and City Attorney Susan Moore were not in attendance.

Adoption of Agenda of the Day

Council Member Woods moved to adopt the agenda of the day; Council Member Castro seconded, and the motion passed unanimously.

Adoption of the Minutes

- Regular Meeting – October 10th, 2023

Council Member Castro moved to adopt the minutes from the October 10th Regular Meeting; Council Member Brantley seconded, and the motion passed unanimously.

Old Business

1. **Ordinance 2023-04 – To Amend Chapter 62 Public Works, ARTICLE IV – Lake, Parks, and Recreational Facilities – Second Read, Adoption**

City Council entertained a second read of Ordinance 2023-04. City Manager Miller-Thornton referenced in her introduction the changes made since the previous read, which included language adding a required majority vote of Council to set rules and regulations for policy related to the Lake, Parks, and Recreational Facilities. Mayor Hammet performed the second read. Council Member Brantley moved to adopt Ordinance 2023-04; Council Member Castro seconded, and the motion passed unanimously.

New Business

1. **Resolution R-19-2023 – FY2023 Budget Resolution**

City Manager Miller-Thornton presented an amendment to the FY2023 budget to allow for the appointment and compensation of Stephanie Capers to the position of Court Clerk. The City Manager made clear that— due to recent and upcoming staff departures in Administration and Court—the appointment would not directly result in a budget increase for FY2024. Council Member Woods moved to

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approve Resolution R-19-2023; Council Member Brantley seconded, and the motion passed unanimously.

Reports and Other Business

Melanie Hammet — Mayor

Mayor Hammet expressed her desire for increased security at Family Dollar in preparation for the local grocer's acquisition of a retail alcohol (beer & wine) license. Additionally, the Mayor requested an update from PLAIN on the status of the tennis courts' renovation.

ChaQuias Miller- Thornton — City Manager (Director of Administration, Courts and Public Works)

Please refer to [the link](#) to access the City Manager's report dated August 8, 2023. The City Manager reports are on file at City Hall for reviewing. Please email missyeverner@pinelakega.net to request a copy or call (404) 999-4931 to schedule an appointment to review the copy on file.

Chief Sarai Y'Hudah-Green — Chief of Police, Public Safety

Please refer to [the link](#) to access the Police/Public Safety report dated August 8, 2023. The Police/Public Safety reports are on file at City Hall for reviewing. Please email missyeverner@pinelakega.net to request a copy or call (404) 999-4931 to schedule an appointment to review the copy on file.

Pine Lake News E-Blast

Upcoming events:

Rockbridge Road Closure: Rockbridge Road will be closed to thru-traffic between Allgood Road and Rowland Road from 7:00 pm on Friday, November 3rd until 5:00am on Monday, November 6th. Access to all businesses will be maintained throughout the weekend by traffic details at either end of the construction zone. Thru-traffic will be rerouted to Ranger Road. [Click here](#) for more information.

Elections: On November 7, 2023, a municipal general election will be held in the City of Pine Lake. Mayor and two City Council seats up for election. The designated polling location for this election is the Pine Lake Clubhouse at 470 E Clubhouse Circle.

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Other news:

Delayed Arrival of Leaf Vacuum/Loader: Due to unforeseen manufacture impediments, arrival of the Leaf Vacuum/Loader has been delayed to late-November/early-December. Public Works has devised an alternate plan for collection.

Planning Retreat: A planning retreat for the Mayor, City Council, and Administration is scheduled for November 11th from 9am-2pm. A location for the retreat is to be determined.

Adjournment: Council Member Castro motioned for adjournment at 7:37pm.

Ned Dagenhard
Assistant City Clerk

ChaQuias Miller-Thornton
Acting City Clerk