

**CITY OF PINE LAKE
REGULAR MEETING MINUTES
September 24th, 2024 at 6:00 PM
Council Chambers
459 Pine Drive, Pine Lake, GA**

Call to Order: Mayor Brandy Hall called the Regular Session to order at 6:03pm.

Present: Mayor Brandy Hall, Mayor Pro Tem Bordeaux, Council Member Jeff Goldberg, Council Member Thomas Torrent, Council Member Tom Ramsey, and Council Member Augusta Woods. Also present were City Manager ChaQuias Miller-Thornton, Chief of Police Sarai Y'hudah-Green, City Attorney Susan Moore, Public Works Special Projects Manager Bernard Kendrick, and Assistant City Clerk Ned Dagenhard.

Announcements/Communications

Mayor Hall thanked resident-photographer Luis Erazo for holding a pro bono photography session for the Pine Lake Governing Authority.

The Mayor also stated that the low lake level had been noted by the City, and a comprehensive report on the matter would be presented at the next Work Session.

Adoption of the Agenda of the Day

Council Member Torrent moved to amend the Agenda of the Day to include the addition of New Business Item 9) Lake and Wetlands Maintenance – Discussion; Council Member Ramsey seconded.

A discussion took place.

Mayor Hall called for a vote.

Members voted 3-2-0. Council Members Goldberg, Ramsey, and Torrent voted in favor of the motion; Mayor Pro Tem Bordeaux and Council Member Woods voted against; no members abstained. The motion carried.

Adoption of the Minutes

- **August 27th Regular Meeting**
- **September 10th Special Called Meeting**
- **September 10th Work Session**

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Council Member Woods moved for approval of the Minutes; Council Member Torrent seconded.

No discussion took place.

Mayor Hall called for a vote.

All members voted in favor, and the motion carried.

New Business

1. Declaration of Surplus – Public Safety and Public Works Assets

Mayor Pro Tem Bordeaux moved to approve the Declaration of Surplus; Council Member Torrent seconded.

City Manager Miller-Thornton stated that Chief Green and Special Projects Manager Kendrick would each present recommended surplus lists for their respective departments. It was the duty of the Council, she continued, to decide whether these items ought to be declared surplus so that they may move to public auction or another means of disposal.

Documents were presented, which displayed each item from each department to be considered for surplus declaration.

Mayor Hall called for a vote.

All members voted in favor, and the motion carried.

2. Agreement between the City of Pine Lake and DeKalb County, Georgia – GIS Data Sharing

Council Member Ramsey moved to approve the Agreement; Council Member Goldberg seconded.

The City Manager stated that, while she believed a similar agreement may be on the books, there is no harm in re-adoption. Mrs. Miller-Thornton added that a GIS agreement with DeKalb County is pertinent for the Public Works Department to be able to request pipe/utility mapping data at no cost to the City.

Mayor Hall called for a vote.

All members voted in favor, and the motion carried.

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3. Resolution R-19-2024 - FY2024 Budget Amendment

Council Member Torrent moved to adopt Resolution R-19-2024; Council Member Ramsey seconded.

City Manager Miller-Thornton led a brief discussion through year-to-date budget reports, and presented information including projections through year-end, and data related to LMIG funds and tax revenue.

The City Manager presented a budget resolution, recommending moneys allocated toward the City Manager salary line item be reappropriated to the contracted services line item. Additional reappropriations include moving a surplus in the insurance line item into the Public Works' equipment maintenance line item; as well as an increase in Recreation building maintenance.

Mayor Hall called for a vote.

All members voted in favor, and the motion carried.

4. Termination of Agreement between Cline Services Corp. and the City of Pine Lake - Pedestrian Bridges Project

Mayor Pro Tem Bordeaux moved to approve the Termination of Agreement; Council Member Woods seconded.

Mayor Hall stated that a conversation had taken place between Special Projects Manager Kendrick, the City's engineer firm-of-record, *Clark Patterson Lee*, and the firm previously awarded the contract for construction of the pedestrian inner-berm bridges, *Cline Services*. *Cline Services* was notified of a reduction in the scope of work, and elected to mutually contract termination.

Mayor Hall called for a vote.

All members voted in favor, and the motion carried.

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5. Pedestrian Bridges Project

Council Member Ramsey moved to approve the terms of a maintenance agreement between the City of Pine Lake, Special Projects Manager Bernard Kendrick, and Foster Engineering & Design.

Mr. Kendrick presented a spreadsheet to Council illustrating quotes received to-date, and explained the updated scope of work. Mr. Kendrick also described in detail what assumption had led to the over-engineered scope, as it pertained to the use of the bridges. That assumption, he continued, had been that a two-axel truck would need to be able to reach the inner-berm for maintenance. Since—as Mr. Kendrick described—a weed-eater was all that would be necessary to regularly maintain the vegetation on the berm, the bridges would not require the level of engineer as to support that much weight.

Mr. Kendrick then proceeded to field questions from members of City Council regarding his recommendation to move forward with *Foster Engineering & Design*, since they offered both competitive pricing and both engineering and construction services. Council Member Ramsey posited concern over the experience offered by *Foster*, citing research which found the owner-operator is a recent Georgia Institute of Technology graduate. Mr. Kendrick responded that all engineered designs would be certified and stamped by a collaborative structural engineer, Alan Murray, who has 31 years of experience.

A discussion took place regarding the administrative fee structure related to the project, since it would fall under Public Works maintenance. It was determined that assessment of the fee would be discussed separately from the contract.

Mr. Kendrick was asked for a construction timeline, and responded that two weeks would be required for mobilization, with an estimated 3-months for engineering and construction.

Mayor Hall amended the contract terms to exclude language related to project administration fees.

Mayor Hall called for a vote.

All members voted in favor, and the motion carried.

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6. Courthouse Renovations Project – Scope Approval

Mayor Pro Tem Bordeaux moved to approve the terms of a maintenance agreement between City of Pine Lake and Special Projects Manager Bernard Kendrick.

Mr. Kendrick gave a detailed report of electrical and mechanical issues related to the Courthouse building. He then presented a scope of work for the renovation, which aligns with the design approved by City Council in December of 2023, save for cost prohibitive structural changes intended to increase the area of the congregative space.

Members of City Council inquired as to whether requested ADA-compliance and audio-visual concerns would be addressed, to which Mr. Kendrick responded in the affirmative.

Mayor Hall amended the contract terms to exclude language related to project administration fees.

Mayor Hall called for a vote.

All members voted in favor, and the motion carried.

**7. Addendum to the Agreement between Business Central Solutions LLC
“dba” Municipal Central and the City of Pine Lake – Financial Management
Services**

Council Member Torrent moved to approve the Addendum to the Agreement; Mayor Pro Tem Bordeaux seconded.

City Manager Miller-Thornton stated that the contracted firm had requested to have the contract amended to have invoices paid every 15 days, rather than every 30 days. The City Manager then affirmed with the City Attorney that the contract was terminate-at-will.

Mayor Hall called for a vote.

All members voted in favor, and the motion carried.

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8. Agreement between Billy Beckett and the City of Pine Lake – Professional Services – Interim City Manager

Council Member Ramsey moved to approve the Agreement; Mayor Pro Tem Bordeaux seconded.

Mayor Hall invited Billy Beckett to introduce himself to City Council. Mr. Beckett detailed his professional experience, from military and police service through planning and community development, landing in the city and county management profession. Mr. Beckett expounded on his understanding of the unique circumstances found in small cities, and relayed his first observations to Council.

Mayor Hall called for a vote.

All members voted in favor, and the motion carried.

9. Lake and Wetlands Maintenance – Discussion

City Council discussed the status of the lake and wetlands. Mayor Hall introduced the subject by recapitulating the grant that funded construction of the wetlands, and noted the city's failure to proactively understand the operational undertaking required to maintain the wetlands. The Mayor continued that additional SPLOST moneys—to be distributed to the four smallest cities in DeKalb—have been earmarked for this purpose.

Some Council Members expressed frustration, stating that they felt they were unable to provide residents with complete answers as to what solution the City is developing. A discussion developed out of this concern, wherein other members of Council posited that more information was being discovered in real time that had bore consequential facts regarding where and how maintenance on the wetlands can be performed, since much of the work was permitted by the Army Corps of Engineers. Violation of that permit, it was stated, could subject the city to increased liability or risk litigation. Mayor Hall presented an anecdote related to the recent Rockbridge Road project, wherein the city explored taking ownership of the stretch of the road within city limits. This exploration found that replacement of merely one street light would cost roughly 30% of the city's annual budget. These liabilities, the Mayor continued, are would render the city financially unsustainable, adding that these situations characterize the importance of due diligence on facility ownership and liability.

Mr. Kendrick fielded other questions by City Council regarding the urgency of

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various maintenance categories. The Special Projects Manager was asked to consider these issues when developing his next comprehensive report, to be presented to City Council on October 8th.

No action was taken by City Council.

Reports and Other Business

Mayor

Mayor Hall thanked Mr. Beckett for his attendance, and expressed her enthusiasm for his contracting with the city.

The Mayor also thanked Special Projects Manager Bernard Kendrick for his continued work and support of Council's goals.

City Council

Council Member Goldberg commended his fellow Members of Council for their commitment to challenges faced by the city.

Council Member Torrent informed City Council of the success of the annual *Pride Lake* event. The Council Member added that he would have like more attendance, but that the officers on duty were very helpful and welcoming.

Adjournment

Council Member Torrent moved for adjournment at 8:44pm.



Ned Dagenhard
City Clerk or Delegate

