



CITY COUNCIL Regular Meeting – Minutes

August 16, 2021 at 6:00 PM | Pooler City Hall | 100 US Hwy 80 SW, Pooler, GA 31322

I. ROLL CALL/DECLARATION OF QUORUM

Present: Rebecca C. Benton, Mayor
Tom Hutcherson, Mayor Pro Tem
Shannon Black, Councilmember
Aaron Higgins, Councilmember
John Wilcher, Councilmember
Karen Williams, Councilmember
Robert Byrd, City Manager
Steve Scheer, City Attorney
Craig Call, City Attorney
Chris Lightle, Finance Officer
Kiley Fusco, Clerk of Council

Absent: Stevie Wall, Councilmember

II. CALL TO ORDER

Mayor Rebecca C. Benton called the meeting to order at 6:00 p.m.

III. INVOCATION

Pastor Jeff Hubbard of Pooler Bible Church gave the invocation.

IV. PLEDGE OF ALLEGIANCE

Pastor Jeff Hubbard led the pledge.

V. REMINDERS & ANNOUNCEMENTS

Mayor Rebecca C. Benton congratulated Councilmembers Aaron Higgins, Tom Hutcherson, and Karen Williams on earning their Certificates of Recognition from the Harold F. Holtz Municipal Training Institute through GMA. Certification requires completion of a series of voluntary training programs, the purpose of which are to enhance the municipal knowledge and skills of elected officials.

VI. DEPARTMENT/COMMITTEE REPORTS

A. **Public Works**

Matt Saxon gave the Public Works report. The Street Department continued routine maintenance and the street signs in Brighton Woods were completed. Stormwater completed 6.4 miles of ditch maintenance and Canal Maintenance continued work along Hardin. Administration conducted two pre-construction meetings and reviewed nine sets of plans. 151 miles of streets were swept.

B. **Finance**

Chris Lightle gave the Finance report and noted that financial statements had been submitted as part of the packet. The General Fund is showing increased revenue due to vehicle taxes, sales tax, and the Amazon contribution. Expenses are also up, mainly due to the fire truck purchase. The American Rescue Plan is now shown as a new fund. Hotel/motel taxes are also showing higher this year, but this may not be a fair comparison as 2020 was an anomaly in that area.

C. **Fire Department**

Wade Simmons gave the Fire Department report. The packet submission contained information on all structure fires for the month. In July, there were 531 calls for service, the highest number on record. As of August 17, all members of staff will be back to work; none under quarantine for illness or exposure.

D. **Police Department**

Major Jim Ward gave the Police Department Report in Chief Ashley Brown's absence. July saw 75 Part 1 crimes, 24 of which were shoplifting, totaling 440 for the year. There were 2,249 calls for service, an increase of 6% over 2020. 14 officers from the department assisted with traffic control during the first week of school due to issues caused by lack of bus service. There was department representation at the funerals of two officers from neighboring municipalities. Major Jim Ward then reintroduced Pastor Jeff Hubbard and announced that he would be fulfilling the role of Chaplain for the Pooler Police Department.

E. **Recreation**

Hugh Elton gave the Parks & Recreation report. Team sports and camps over the summer went well. Fall registration has ended and the numbers are above those for 2020. The city hosted a regional world series in July. The Senior Center has had several successful day trips and special events that were originally postponed due to the pandemic. Parks completed routine maintenance, as well as annual ballfield top dressing and aerification.

F. **Planning & Zoning, Building and Inspections**

City Planner Phillip Claxton gave the Planning & Zoning report. The department issued 32 residential permits, 6 commercial permits, and 28

certificates of occupancy. 650 inspections were completed. A link to the most recent census data has been emailed.

VII. CONSENT AGENDA

- A. **City Council Meeting Minutes of July 26, 2021**
- B. **City Council Planning Retreat Minutes of July 29, 2021**
- C. **City Council Meeting Minutes of August 2, 2021**
- D. **City Council Meeting Minutes of August 11, 2021**
- E. **Alcoholic Beverage License Application for CP Pooler Airport, LLC dba Residence Inn by Marriott Savannah Airport at 900 Towne Center Boulevard**
- F. **Alcoholic Beverage License Application for CP Towne Center, LLC dba Home2 Suites by Hilton Savannah Airport at 860 Towne Center Boulevard**
- G. **Drainage Easement Agreement with SGLRP, LLC for Tract 3, a Subdivision of a 152.646 Acre Portion of Symon's First and Second Addition, 8th G.M. District**
- H. **Quitclaim Deed for Tract 3, a Subdivision of a 152.646 Acre Portion of Symon's First and Second Addition, 8th G.M. District**

City Manager Robert Byrd presented the consent agenda for consideration. Mayor Rebecca C. Benton recused herself from the item, and Mayor Pro Tem Tom Hutcherson called for a motion. Councilmember Karen Williams moved to approve the August 16, 2021 consent agenda.

Motion to Approve; PASSED (UNANIMOUS)

MOVER: Williams

SECONDER: Wilcher

AYES: Black, Higgins, Wilcher, Williams

NAYS:

VIII. ORDINANCES, PROCLAMATIONS, RESOLUTIONS

- A. **Resolution R2021-08.A - Enacting a Temporary Moratorium on Interments and Permanently Ending the Sale of Cemetery Plots in the Newton Cemetery with Specific Exceptions and Related Matters**
City Manager Robert Byrd presented the resolution for consideration. Mayor Rebecca C. Benton read the resolution aloud, and Councilmember Aaron Higgins moved to approve Resolution R2021-08.A - Enacting a Temporary Moratorium on Interments and Permanently Ending the Sale of Cemetery Plots in the Newton Cemetery with Specific Exceptions and Related Matters.

Motion to Approve; PASSED (UNANIMOUS)

MOVER: Higgins

SECONDER: Hutcherson

AYES: Black, Higgins, Hutcherson, Wilcher, Williams

NAYS:

- B. **Ordinance O2021-08.C - Amendment to the Pooler Code of Ordinances, Chapter 22 - Building and Building Regulations, Article I - In General, Section 22-36; Adoption by Reference (*First Reading*)**
City Manager Robert Byrd presented the ordinance amendment for consideration. Councilmember Karen Williams moved to approve the first reading of Ordinance O2021-08.C - Amendment to the Pooler Code of Ordinances, Chapter 22 - Building and Building Regulations, Article I - In General, Section 22-36; Adoption by Reference.

Motion to Approve; PASSED (UNANIMOUS)

MOVER: Williams

SECONDER: Higgins

AYES: Black, Higgins, Hutcherson, Wilcher, Williams

NAYS:

IX. NEW BUSINESS

- A. **Storm Debris Removal Mutual Benefit and Use Agreement Extension**
City Manager Robert Byrd presented the agreement for consideration. Councilmember Aaron Higgins moved to approve the Storm Debris Removal Mutual Benefit and Use Agreement Extension subject to City Attorney approval and modification.

Motion to Approve with Stipulations; PASSED (UNANIMOUS)

MOVER: Higgins

SECONDER: Wilcher

AYES: Black, Higgins, Hutcherson, Wilcher, Williams

NAYS:

- B. **Award Construction of Fire Station #5**

City Manager Robert Byrd presented the bid recommendation for consideration. Councilmember Karen Williams moved to award the Construction of Fire Station #5 off Triple B Trail and Nordic Drive to Pro Construction of Georgia in the amount of \$1,148,344.

Motion to Award; PASSED (UNANIMOUS)

MOVER: Williams

SECONDER: Hutcherson

AYES: Black, Higgins, Hutcherson, Wilcher, Williams

NAYS:

C. **Conditional Use Request for 1018 W. Highway 80, Suite 507**

City Manager Robert Byrd presented the request for consideration. Upon review of the criteria, Councilmember Higgins moved to approve the Conditional Use Request for 1018 W. Highway 80, Suite 507.

Motion to Approve; PASSED (UNANIMOUS)

MOVER: Higgins

SECONDER: Williams

AYES: Black, Higgins, Hutcherson, Wilcher, Williams

NAYS:

D. **Site Plan/Landscape Plan review for Bassford Building #35 on Old Louisville Road (PIN: 5-0987-01-037)**

City Manager Robert Byrd presented the plans for consideration. Chad Zittrouer, of Kern Company, was present on behalf of the petitioner to answer questions. Councilmember Shannon Black moved to approve the Site Plan and Landscape Plan for Bassford Building #35 on Old Louisville Road, PIN 5-0987-01-037, subject to payment of \$31,525 into the Tree Fund prior to the pre-construction meeting.

Motion to Approve; PASSED (UNANIMOUS)

MOVER: Black

SECONDER: Hutcherson

AYES: Black, Higgins, Hutcherson, Wilcher, Williams

NAYS:

X. **EXECUTIVE SESSION**

With no further public business to conduct, Councilmember Aaron Higgins moved to enter Executive Session. Council entered Executive Session at 6:34 p.m.

Motion to Adjourn to Executive Session; PASSED (UNANIMOUS)

MOVER: Higgins

SECONDER: Wilcher

AYES: Black, Higgins, Hutcherson, Wilcher, Williams

NAYS:

Mayor Rebecca C. Benton called the meeting back to order at 6:46 p.m.

XI. ADJOURNMENT

Councilmember Aaron Higgins moved to adjourn the meeting.

Motion to Adjourn; PASSED (UNANIMOUS)

MOVER: Higgins

SECONDER: Black

AYES: Black, Higgins, Hutcherson, Wilcher, Williams

NAYS:

The meeting adjourned at 6:46 p.m.

The foregoing minutes are true and correct and approved by me on this _____ day of _____, 2021.

Rebecca C. Benton, Mayor

Attest:

Kiley Fusco, Clerk of Council