



CITY of POOLER
— GEORGIA —

CITY COUNCIL REGULAR MEETING – MINUTES

February 5, 2024, at 4:00 p.m. | 100 US Highway 80 SW, Pooler, GA 31322

I. ROLL CALL

Present: Karen Williams, Mayor
Aaron Higgins, Mayor Pro Tem
Wesley Bashlor, Councilmember
Michael Carpenter, Councilmember
Tom Hutcherson, Councilmember
Shannon Valim, Councilmember
John Wilcher, Councilmember
Caroline Hankins, Assistant City Manager
Craig Call, City Attorney
Chris Lightle, Finance Officer
Hadassa Villafana, Assistant Finance Officer

Absent: Matthew Saxon, Interim City Manager

II. CALL TO ORDER

Mayor Karen Williams called the meeting to order at 4:01 p.m.

III. INVOCATION

Pastor Jeff Hubbard gave the invocation.

IV. PLEDGE OF ALLEGIANCE

Pastor Jeff Hubbard led the pledge.

V. ANNOUNCEMENTS

Mayor Karen Williams announced that a Public Comment section has been added to the agenda and anyone who wishes to speak may sign up using the Request to Speak form. Mayor Karen Williams also explained the rules for speaking before Council.

VI. CONSENT AGENDA

A. City Council Meeting Minutes of January 16, 2024

B. City Council Executive Session Minutes of January 16, 2024

C. City Council Orientation & Retreat Minutes of January 11, 2024

D. City Council Orientation & Retreat Executive Session Minutes of January 11, 2024

E. Special Event Permit Application (No Alcohol) for a Boat Show on February 22-25, 2024

F. Special Event Permit Application (No Alcohol) for a Car Show on April 20, 2024

G. Temporary/Special Event Permit Application (Dispensing Alcohol) for a St. Patrick's Day Festival on March 16, 2024

Councilmember Tom Hutcherson moved to approve the Consent Agenda as presented.

Motion to Approve; PASSED (7-0-0)

MOVER: Hutcherson

SECONDER: Valim

AYES: Bashlor, Carpenter, Higgins, Hutcherson, Valim, Wilcher

VII. ORDINANCES, PROCLAMATIONS, RESOLUTIONS

A. Proclamation for Georgia State Arbor Day

Mayor Karen Williams read aloud the proclamation for Georgia State Arbor Day.

B. Proclamation Honoring Spc. Kennedy Ladon Sanders, Spc. Breonna Alexsondria Moffett, and Sgt. William Jerome Rivers of Georgia

Mayor Karen Williams read aloud the proclamation honoring Spc. Kennedy Ladon Sanders, Spc. Breonna Alexsondria Moffett, and Sgt. William Jerome Rivers and requested a moment of silence.

C. Ordinance O2024-02.A – Council Meeting Start Time (*First Reading*)

Assistant City Manager Caroline Hankins presented the proposed ordinance for consideration that would change the regular Council Meeting start time to 6:00 p.m. effective April 1, 2024.

Motion to Approve; PASSED (4-2-0)

MOVER: Higgins

SECONDER: Hutcherson

AYES: Bashlor, Carpenter, Higgins, Hutcherson

NAYS: Valim, Wilcher

VIII. OUTSTANDING BUSINESS

A. City Council Meeting Minutes of December 18, 2023

Assistant City Manager Caroline Hankins presented the minutes for consideration. City Attorney Craig Call stated that the pending legal review was completed; approval of minutes is for the record only and does not imply action. A member of the public inquired whether the minutes were being

approved with any changes. Mayor Pro Tem Aaron Higgins moved to approve the City Council Meeting Minutes of December 18, 2023 without any changes.

Motion to Approve; PASSED (5-0-1)

MOVER: Higgins

SECONDER: Wilcher

AYES: Bashlor, Carpenter, Higgins, Valim, Wilcher

NAYS:

ABSTAINED: Hutcherson

B. City Council Executive Session Minutes of December 18, 2023

Assistant City Manager Caroline Hankins presented the minutes with a staff recommendation for approval. City Attorney Craig Call stated that the pending legal review was completed; approval of minutes is for the record only and does not imply action. Mayor Pro Tem Aaron Higgins moved to approve the Executive Session Minutes of December 18, 2023.

Motion to Approve; PASSED (5-0-1)

MOVER: Higgins

SECONDER: Wilcher

AYES: Bashlor, Carpenter, Higgins, Valim, Wilcher

NAYS:

ABSTAINED: Hutcherson

IX. NEW BUSINESS

A. Site Plan for Tanger Outparcel #4 at 220 Tanger Outlets Blvd

Assistant City Manager Caroline Hankins presented the site plan for consideration. Travis Burke from Coleman Company, representing Mr. Yogesh Patel, was present to answer questions. Mayor Pro Tem Aaron Higgins moved to approve the Site Plan for Tanger Outparcel #4 at 220 Tanger Outlets Blvd contingent upon receipt of the Georgia Power Lighting Agreement.

Motion to Approve with Stipulations; PASSED (4-2-0)

MOVER: Higgins

SECONDER: Valim

AYES: Bashlor, Higgins, Valim, Wilcher

NAYS: Carpenter, Hutcherson

B. Acceptance of a Lift Station Performance Bond and Final Plat for 360 Communities, Phase 1B

Assistant City Manager Caroline Hankins presented the performance bond and final plat for consideration. Michael Lerque from Thomas & Hutton was present on behalf of 360 Communities to answer questions. Councilmember Tom Hutcherson moved to approve Acceptance of the Lift Station Performance Bond in the Amount of \$71,250.00 and the Final Plat for 360 Communities, Phase 1B, subject to City Attorney review.

Motion to Approve with Stipulations; PASSED (7-0-0)

MOVER: Hutcherson

SECONDER: Wilcher

AYES: Bashlor, Carpenter, Higgins, Hutcherson, Valim, Wilcher
NAYS:

C. Preliminary Subdivision Plan for Canal Bank Subdivision

Assistant City Manager Caroline Hankins presented the plan for consideration. Mehul Sheth, Owner, was present to answer any questions. Mayor Pro Tem Aaron Higgins moved to approve the Preliminary Subdivision Plan for Canal Bank Subdivision.

Motion to Approve; PASSED (7-0-0)
MOVER: Higgins
SECONDER: Hutcherson
AYES: Bashlor, Carpenter, Higgins, Hutcherson, Valim, Wilcher
NAYS:

D. Pooler Tennis Complex Change Order #1 for Contract C (#4 for the Total)

Assistant City Manager Caroline Hankins presented the change order for consideration. Lamar Mercer from Thomas & Hutton and Hugh Elton, Parks & Recreation Director, were present to answer questions. Mayor Pro Tem Aaron Higgins moved to approve the Pooler Tennis Complex Change Order #1 for Contract C (#4 for the Total) in the Amount of \$25,793.00.

Motion to Approve; PASSED (4-3-0)
MOVER: Higgins
SECONDER: Bashlor
AYES: Bashlor, Higgins, Hutcherson, Williams
NAYS: Carpenter, Valim, Wilcher

E. Georgia Emergency Management and Homeland Security Agency (GEMA/HS) Statewide Mutual Aid and Assistance Agreement Renewal

Assistant City Manager Caroline Hankins presented the agreement renewal for consideration. Councilmember John Wilcher moved to approve the Georgia Emergency Management and Homeland Security Agency (GEMA/HS) Statewide Mutual Aid and Assistance Agreement Renewal subject to City Attorney review.

Motion to Approve with Stipulations; PASSED (7-0-0)
MOVER: Wilcher
SECONDER: Higgins
AYES: Bashlor, Carpenter, Higgins, Hutcherson, Valim, Wilcher
NAYS:

X. PUBLIC COMMENT

Mayor Karen Williams opened the floor to comment. There were none.

XI. EXECUTIVE SESSION

With no further public business to conduct, Councilmember Shannon Valim moved to enter Executive Session.

Motion to Enter; PASSED (7-0-0)

MOVER: Valim

SECONDER: Wilcher

AYES: Bashlor, Carpenter, Higgins, Hutcherson, Valim, Wilcher

NAYS:

Mayor Karen Williams called the meeting back to order at 5:37 p.m.

XII. ADJOURNMENT

Mayor Pro Tem Aaron Higgins moved to adjourn the meeting.

Motion to Adjourn; PASSED (7-0-0)

MOVER: Higgins

SECONDER: Wilcher

AYES: Bashlor, Carpenter, Higgins, Hutcherson, Valim, Wilcher

NAYS:

The meeting adjourned at 5:37 p.m.

The foregoing minutes are true and correct and are approved on this

_____ day of _____, _____.

CITY OF POOLER, GEORGIA

Karen L. Williams, Mayor

ATTEST:

Hadassa Villafana, Assistant Finance Officer