



CITY of POOLER
— GEORGIA —

CITY COUNCIL REGULAR MEETING – MINUTES

April 21, 2025 at 6:00 p.m. | 100 US Highway 80 SW, Pooler, GA 31322

I. ROLL CALL

Present: Karen Williams, Mayor
Wesley Bashlor, Councilmember
Michael Carpenter, Councilmember
Aaron Henry, Mayor Pro Tem
Tom Hutcherson, Councilmember
John Wilcher, Councilmember
Craig Call, City Attorney
Heath Lloyd, City Manager
Chris Lightle, Chief Finance Officer
Kiley Fusco, City Clerk

Absent: Shannon Valim, Councilmember

II. CALL TO ORDER

Mayor Karen Williams called the meeting to order at 6:02 p.m.

III. INVOCATION

Executive Pastor Shirlinia Daniel of Bread of Life Ministries gave the invocation.

IV. PLEDGE OF ALLEGIANCE

Executive Pastor Shirlinia Daniel led the pledge.

V. ANNOUNCEMENTS

Mayor Pro Tem Aaron Henry reminded those present of the upcoming CEMA Hurricane Preparedness event to be held at City Hall on April 30, 2025 at 4:00 p.m.

Kameron Mitchell, Public Affairs Specialist for the Field Operations Center – East of the Office of Disaster Recovery and Resilience at the U.S. Small Business Administration, shared that the agency works alongside FEMA to administer disaster assistance. He reported that the deadline to file for Helene-related assistance has been extended to April 27, 2025 and that there will be a 60-day grace period for late filings.

VI. CONSENT AGENDA

A. City Council Meeting Minutes of April 7, 2025

B. Alcoholic Beverage License Application for Royal Entertainment Group, LLC at 5 Towne Center Court (Restaurant)

C. Bond Matters for Hunt Club Subdivision, Phase 8, Subject to City Attorney Approval

- 1. Release of the Performance Bond in the Amount of \$2,613,428.32**
- 2. Acceptance of Maintenance Bond in the Amount of \$408,856.00**
- 3. Acceptance of Sidewalk Performance Bond in the Amount of \$115,440.00**

D. Bond Matters for Forest Lakes, Phase 9, Subject to City Attorney Approval

- 1. Release of Sidewalk Performance Bond in the Amount of \$41,610.00**

E. Department Reports

- 1. Public Works**
- 2. Finance**
- 3. Fire**
- 4. Police**
- 5. Parks & Recreation**
- 6. Planning & Development**

Mayor Pro Tem Aaron Henry moved to approve the Consent Agenda.

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

MOVER: Henry

SECONDER: Wilcher

AYES: Bashlor, Carpenter, Henry, Hutcherson, Wilcher

NAYS:

VII. SPECIAL EVENTS

A. Special Event Permit Application (No Alcohol) for the Summer Reading Kickoff on May 10, 2025 at the Advanced Academics Academy, 605 US Highway 80

Councilmember Tom Hutcherson moved to approve the Special Event Permit Application (No Alcohol) for the Summer Reading Kickoff on May 10, 2025 at the Advanced Academics Academy, 605 US Highway 80.

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

MOVER: Hutcherson

SECONDER: Wilcher

AYES: Bashlor, Carpenter, Henry, Hutcherson, Wilcher

NAYS:

B. Special Event Permit Application (No Alcohol) for the GM Tailgate Tour on March 25, 2026 at the Pooler Recreation Complex, 200 Preston Stokes Drive

Mayor Pro Tem Aaron Henry moved to approve the Special Event Permit Application (No Alcohol) for the GM Tailgate Tour on March 25, 2026 at the Pooler Recreation Complex, 200 Preston Stokes Drive.

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

MOVER: Henry

SECONDER: Wilcher

AYES: Bashlor, Carpenter, Henry, Hutcherson, Wilcher

NAYS:

C. Temporary/Special Event Permit Application (Dispensing Alcohol) on June 21, 2025 for a Wedding Reception at the Cottonwood Suites, 301 Governor Treutlen Drive

Councilmember Tom Hutcherson moved to approve the Temporary/Special Event Permit Application (Dispensing Alcohol) on June 21, 2025 for a Wedding Reception at the Cottonwood Suites, 301 Governor Treutlen Drive.

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

MOVER: Hutcherson

SECONDER: Wilcher

AYES: Bashlor, Carpenter, Henry, Hutcherson, Wilcher

NAYS:

VIII. ORDINANCES, PROCLAMATIONS, RESOLUTIONS

A. Proclamation for Garden Week in Georgia

Mayor Karen Williams read the proclamation aloud and presented it to the Garden Club of Pooler.

IX. OUTSTANDING BUSINESS

A. ~~Zoning Map Amendment for Jabot PUD~~ (Public Hearing Advertised; Item Withdrawn by Petitioner)

City Manager Heath Lloyd reported that the item had been withdrawn by the petitioner. No action was taken.

X. NEW BUSINESS

A. Conditional Use Request for 1427 Quacco Road (Public Hearing, Action)

City Manager Heath Lloyd presented the request for consideration. Mayor Karen Williams opened the Public Hearing, and citizen Amy Gilliam commented. Mayor Karen Williams closed the Public Hearing, and Councilmember Michael Carpenter moved to postpone the Conditional Use Request for 1427 Quacco Road until the May 5, 2025 City Council Meeting.

Motion to Postpone; PASSED (5-0-0)

MOVER: Carpenter

SECONDER: Hutcherson

AYES: Bashlor, Carpenter, Henry, Hutcherson, Wilcher

NAYS:

B. Conditional Use Request for 190 Pooler Parkway (Public Hearing, Action)

City Manager Heath Lloyd presented the request for consideration. Ian Wellman was present on behalf of the petitioner. Mayor Karen Williams opened and closed the public hearing without comment. Councilmember Wesley Bashlor, upon review of the criteria, moved to approve the Conditional Use Request for 190 Pooler Parkway.

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

MOVER: Bashlor

SECONDER: Wilcher

AYES: Bashlor, Carpenter, Henry, Hutcherson, Wilcher

NAYS:

C. Conditional Use Request for 213 Longleaf Circle (Public Hearing, Action)

City Manager Heath Lloyd presented the request for consideration. Shannon Stafford, petitioner, was present. Mayor Karen Williams opened the Public Hearing, and citizens Brenda Eason, Kimberly O'Connell, and Renee Higgins commented. Mayor Karen Williams closed the Public Hearing, and Mayor Pro Tem Aaron Henry, upon review of the criteria, moved to deny the Conditional Use Request for 213 Longleaf Circle.

Motion to Deny; PASSED (5-0-0)

MOVER: Henry

SECONDER: Wilcher

AYES: Bashlor, Carpenter, Henry, Hutcherson, Wilcher

NAYS:

D. Site Development Plan for Tract W Townhomes, Phase 1

City Manager Heath Lloyd presented the site plan for consideration. Councilmember John Wilcher moved to postpone the Site Development Plan for Tract W Townhomes, Phase 1, until the May 5, 2025 City Council Meeting.

Motion to Postpone; PASSED (5-0-0)

MOVER: Wilcher

SECONDER: Hutcherson

AYES: Bashlor, Carpenter, Henry, Hutcherson, Wilcher

NAYS:

E. Site Development Plan for 100 Merlot Lane

City Manager Heath Lloyd presented the site plan for consideration. Chad Zittrouer was present on behalf of the petitioner. Mayor Pro Tem Aaron Henry, upon review of the criteria, moved to approve the Site Development Plan for 100 Merlot Lane.

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

MOVER: Henry

SECONDER: Bashlor

AYES: Bashlor, Carpenter, Henry, Hutcherson, Wilcher
NAYS:

F. Amendment to the Professional Design Services Agreement, Stage 2, with Moffatt & Nichol for Final Design Revisions, Right-of-Way Plans, Bidding Support, and Special Studies on Quacco Road, Not to Exceed \$221,142.00, Subject to City Attorney Approval (Pooler Parkway/Quacco Road Improvements)

City Manager Heath Lloyd presented the amendment for consideration. Mayor Pro Tem Aaron Henry moved to approve the Amendment to the Professional Design Services Agreement, Stage 2, with Moffatt & Nichol for Final Design Revisions, Right-of-Way Plans, Bidding Support, and Special Studies on Quacco Road, Not to Exceed \$221,142.00, subject to the following conditions:

1. City Attorney approval
2. Execution of the state's public bids consultant agreement

Motion to Approve with Stipulations; PASSED (5-0-0)

MOVER: Henry

SECONDER: Wilcher

AYES: Bashlor, Carpenter, Henry, Hutcherson, Wilcher

NAYS:

G. Agreement with Atlas Technical Consultants for the Management, Oversight, Documentation, and Inspection of 1.667 Miles of New Construction on Quacco Road, Not to Exceed \$1,224,015.00, Subject to City Attorney Approval (Pooler Parkway/Quacco Road Improvements)

City Manager Heath Lloyd presented the agreement for consideration. Councilmember Tom Hutcherson moved to approve the Agreement with Atlas Technical Consultants for the Management, Oversight, Documentation, and Inspection of 1.667 Miles of New Construction on Quacco Road, Not to Exceed \$1,224,015.00, Subject to City Attorney Approval.

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

MOVER: Hutcherson

SECONDER: Wilcher

AYES: Bashlor, Carpenter, Henry, Hutcherson, Wilcher

NAYS:

H. Professional Design Services Proposal from Hussey Gay Bell for Wastewater Treatment Plant Road Paving, Not to Exceed \$132,000.00, Subject to City Attorney Approval

City Manager Heath Lloyd presented the proposal for consideration. Councilmember Wesley Bashlor moved to approve the Professional Design Services Proposal from Hussey Gay Bell for Wastewater Treatment Plant Road Paving, Not to Exceed \$132,000.00, subject to the following conditions:

1. City Attorney approval
2. Execution of the state's public bids consultant agreement

Motion to Approve with Stipulations; PASSED (5-0-0)

MOVER: Bashlor
SECONDER: Wilcher
AYES: Bashlor, Carpenter, Henry, Hutcherson, Wilcher
NAYS:

I. Amendment to the Agreement with The McGraley Company for Roadside Mowing and General Maintenance, Subject to City Attorney Approval

City Manager Heath Lloyd presented the amendment for consideration. Councilmember John Wilcher moved to approve the Amendment to the Agreement with The McGraley Company for Roadside Mowing and General Maintenance, Subject to City Attorney Approval.

Motion to Approve; PASSED (5-0-0)
MOVER: Wilcher
SECONDER: Carpenter
AYES: Bashlor, Carpenter, Henry, Hutcherson, Wilcher
NAYS:

XI. PUBLIC COMMENT

Citizens Amy Gilliam and Beverly Waters commented.

XII. EXECUTIVE SESSION

With no further public business to conduct, Mayor Pro Tem Aaron Henry moved to enter Executive Session. Mayor and Council entered at 7:16 p.m.

Motion to Enter; PASSED (5-0-0)
MOVER: Henry
SECONDER: Wilcher
AYES: Bashlor, Carpenter, Henry, Hutcherson, Wilcher
NAYS:

Mayor Karen Williams called the meeting back to order at 8:08 p.m.

XIII. ADJOURNMENT

Mayor Pro Tem Aaron Henry moved to adjourn the meeting.

Motion to Adjourn; PASSED (5-0-0)
MOVER: Henry
SECONDER: Wilcher
AYES: Bashlor, Carpenter, Henry, Hutcherson, Wilcher
NAYS:

The meeting adjourned at 8:08 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:

Kiley Fusco, City Clerk