



CITY of POOLER
— GEORGIA —

CITY COUNCIL REGULAR MEETING – MINUTES

May 19, 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 6:13 p.m.

III. INVOCATION

Mayor Pro Tem Aaron Henry gave the invocation.

IV. PLEDGE OF ALLEGIANCE

Mayor Pro Tem Aaron Henry led the pledge.

V. ANNOUNCEMENTS

A. Pooler Police Department Annual Award

Chief Ashley Brown presented the award for Officer of the Year to Ed Smith, Rookie of the Year to Cassandra Gancarik, and Supervisor of the Year to Tim Holland.

Mayor Pro Tem Aaron Henry and Councilmember Tom Hutcherson reminded those present of the upcoming Pooler Juneteenth Festival on June 14, 2025 at Tanger Outlets and the Pooler Juneteenth Run on June 19, 2025 at the Pooler Recreation Complex.

VI. CONSENT AGENDA

A. City Council Workshop Minutes of May 5, 2025

B. City Council Meeting Minutes of May 5, 2025

C. City Council Executive Session Minutes of May 5, 2025

D. Bond Matters for Forest Lakes - Phase 12 at Como Drive, Subject to City Attorney Approval

- 1. Release of the Performance Bond in the Amount of \$2,588,955.83**
- 2. Acceptance of Maintenance Bond in the Amount of \$240,083.50**
- 3. Acceptance of Sidewalk Performance Bond in the Amount of \$146,880.00**

Mayor Pro Tem Aaron Henry moved to amend the consent agenda to remove item D. Bond Matters for Forest Lakes - Phase 12 at Como Drive, Subject to City Attorney Approval.

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

MOVER: Henry

SECONDER: Wilcher

AYES: Bashlor, Carpenter, Henry, Hutcherson, Wilcher

NAYS:

Councilmember Tom Hutcherson moved to approve Consent Agenda items A through C.

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

MOVER: Hutcherson

SECONDER: Wilcher

AYES: Bashlor, Carpenter, Henry, Hutcherson, Wilcher

NAYS:

VII. SPECIAL EVENTS

A. Temporary/Special Event Permit Application (Dispensing Alcohol) on July 19, 2025 for 15 Years of Ashley at Cottonwood Suites Hotel, 301 Governor Treutlen Road

Mayor Pro Tem Aaron Henry moved to approve the Temporary/Special Event Permit Application (Dispensing Alcohol) on July 19, 2025 for 15 Years of Ashley at Cottonwood Suites Hotel, 301 Governor Treutlen Road.

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

MOVER: Henry

SECONDER: Hutcherson

AYES: Bashlor, Carpenter, Henry, Hutcherson, Wilcher

NAYS:

B. Special Event Permit Application (No Alcohol) for the Horne Law Firm Neighborhood BBQ on May 22, 2025 at 130 Canal Street, Suite 301

Councilmember Tom Hutcherson moved to approve the Special Event Permit Application (No Alcohol) for the Horne Law Firm Neighborhood BBQ on May 22, 2025 at 130 Canal Street, Suite 301.

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

VIII. DEPARTMENT REPORTS

A. Public Works

Assistant City Manager Matthew Saxon presented the Public Works Report.

B. Finance

Chief Finance Officer Chris Lightle presented the Finance Report.

C. Fire-Rescue

Chief Wade Simmons presented the Fire-Rescue Report

D. Police

Chief Ashley Brown presented the Police Report.

E. Parks & Recreation

Interim Director Jeremy Greene presented the Parks & Recreation Report.

F. Planning & Development

Director Nicole Johnson presented the Planning & Development Report.

IX. ORDINANCES, PROCLAMATIONS, RESOLUTIONS

- A. ~~Resolution R2025-05.A To Establish the Downtown Development Authority of Pooler, Appoint Its Initial Board Member(s), Formally Adopt Its Governing Bylaws, and Other Purposes (Postponed to June 2, 2025, by Mayor)~~

No action was taken.

X. OUTSTANDING BUSINESS

- A. ~~Site Development Plan for Tract W Townhomes Phase 1 (Postponed to June 2, 2025, by Petitioner)~~

No action was taken.

XI. NEW BUSINESS

- A. **Zoning Map Amendment for 1405 Quacco Road (Public Hearing, Action)**

City Manager Heath Lloyd presented the amendment for consideration.

Attorney John Yellin was present on behalf of the petitioner and requested postponement of both the item and the public hearing. Mayor Pro Tem Aaron Henry moved to postpone the Zoning Map Amendment for 1405 Quacco Road until such time that the petitioner is able to properly readvertise at their own expense for future action. John Yellin verbally agreed to the conditions.

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

MOVER: Henry

SECONDER: Bashlor

AYES: Bashlor, Carpenter, Henry, Hutcherson, Wilcher

NAYS:

**B. Variance Request for 111 Sharon Court
(Public Hearing, Action)**

City Manager Heath Lloyd presented the variance request, highlighting that the petitioner had met all required standards and no longer needs a variance. Holly Young and Stephen Bashlor were present on behalf of the petitioner. Mayor Pro Tem Aaron Henry moved to postpone indefinitely the Variance Request for 111 Sharon Court, with the petitioner responsible for any future costs associated with readvertisement. Holly Young verbally agreed to the conditions.

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

MOVER: Henry

SECONDER: Wilcher

AYES: Bashlor, Carpenter, Henry, Hutcherson, Wilcher

NAYS:

**C. Site Development Plan Approval for 850 Memorial Boulevard,
Hampton Home 2**

City Manager Heath Lloyd presented the site plan for consideration. Alexine Jouth 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 850 Memorial Boulevard, Hampton Home 2, subject to the following condition:

1. That prior to scheduling the pre-construction meeting, the applicant shall provide a recorded access easement for the frontage drive connecting the adjacent properties.

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

MOVER: Henry

SECONDER: Bashlor

AYES: Bashlor, Carpenter, Henry, Hutcherson, Wilcher

NAYS:

**D. Award Contract for City Hall Third Floor Buildout and Authorize City
Manager to Execute, Subject to City Attorney Approval**

City Manager Heath Lloyd reported that the item was to be postponed. Citizen Jim Arentz commented. Councilmember Michael Carpenter moved to postpone indefinitely the Contract Award for City Hall Third Floor Buildout and Authorize City Manager to Execute, Subject to City Attorney Approval.

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

E. Agreement with TischlerBise for an Impact Fee Feasibility Study, Not to Exceed \$70,470.00, Subject to City Attorney Approval

City Manager Heath Lloyd presented the agreement for consideration. Councilmember Wesley Bashlor moved to approve the Agreement with TischlerBise for an Impact Fee Feasibility Study, Not to Exceed \$70,470.00, Subject to City Attorney Approval.

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

F. Memorandum of Agreement with the Georgia Emergency Management and Homeland Security Agency (GEMA/HS) for Georgia Search and Rescue Team Participation

City Manager Heath Lloyd presented the memorandum for consideration. Chief Wade Simmons reviewed the role of Fire-Rescue. Councilmember John Wilcher moved to approve the Memorandum of Agreement with the Georgia Emergency Management and Homeland Security Agency (GEMA/HS) for Georgia Search and Rescue Team Participation, subject to City Attorney approval.

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

XII. PUBLIC COMMENT

Mayor Karen Williams thanked City staff for their diligent work on the reduction in variance requests.

XIII. ADJOURNMENT

Councilmember John Wilcher moved to adjourn the meeting.

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

The meeting adjourned at 7:21 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