



CITY of POOLER
— GEORGIA —

CITY COUNCIL REGULAR MEETING – MINUTES

December 15, 2025 at 6:00 p.m. | 100 US Highway 80 SW, Pooler, GA 31322

I. CALL TO ORDER

Mayor Karen Williams called the meeting to order at 6:01 p.m.

II. ROLL CALL

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

Absent:

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 Karen Williams and Aaron Henry made personal statements regarding current events.

A. Pooler Loaves and Fishes

Bonnie O’Leary, Volunteer Coordinator, and Fred Bryant of Pooler Loaves and Fishes spoke about their organization’s history providing a food pantry to the communities of Pooler, Bloomingdale, and Port Wentworth. Fred also explained the types of donations they accept and the services they offer. They are open the second and fourth Saturday of each month from 10:00 a.m.– 12:00 p.m. More information is available at www.poolerloavesandfishes.org.

VI. CONSENT AGENDA

A. Appeal Hearing Minutes of December 1, 2025

B. City Council Meeting Minutes of December 1, 2025

C. Alcoholic Beverage License Application for Omelette Café – Pooler at 325 US Highway 80 (Restaurant)

D. Release of Bonds for Coastal Commerce, Phase 2, at 5214 Old Louisville Road

- 1. Landscape Maintenance Bond in the Amount of \$89,856.00**
- 2. Lift Station Maintenance Bond in the Amount of \$191,758.00**
- 3. Roadway Improvements Maintenance Bond in the Amount of \$524,063.50**
- 4. Additional Pipe and Manhole Maintenance Bond in the Amount of \$8,186.00**

E. Release of Sidewalk Performance Bond for Westbrook Area I-3, Blue Moon Crossing, in the Amount of \$117,477.00

F. Final Plat and Acceptance of Performance Bond in the Amount of \$2,238,425.48 for Tract W Townhomes Phase 1, at the Intersection of Cross Creek Drive and Anthem Mill Drive, Subject to City Attorney Approval

G. Department Reports

- 1. Public Works**
- 2. Finance**
- 3. Fire-Rescue**
- 4. Police**
- 5. Parks & Recreation**
- 6. Planning & Development**
- 7. Human Resources**
- 8. Communications**

Councilmember John Wilcher moved to approve the Consent Agenda.

Motion to Approve; PASSED (6-0-0)

MOVER: Wilcher

SECONDER: Hutcherson

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

NAYS:

VII. SPECIAL EVENTS

A. Special Event Permit Application (No Alcohol) for Holiday Fireworks Sale from December 23, 2025-January 3, 2026, at 2331 Pooler Parkway (Fee Waiver Requested)

Mayor Pro Tem Aaron Henry moved to approve the Special Event Permit Application (No Alcohol) for Holiday Fireworks Sale from December 23, 2025-January 3, 2026, at 2331 Pooler Parkway with fee waiver.

Motion to Approve; PASSED (6-0-0)

MOVER: Henry

SECONDER: Wilcher

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

NAYS:

VIII. ORDINANCES, PROCLAMATIONS, RESOLUTIONS

A. Ordinance O2025-11.A – Engineering Provisions Revisions (Second Reading)

City Manager Heath Lloyd presented the second reading for consideration. Member of the public Latricia Brown commented. Councilmember John Wilcher moved to approve the second reading of Ordinance O2025-11.A – Engineering Provisions Revisions.

Motion to Approve; PASSED (6-0-0)

MOVER: Wilcher

SECONDER: Bashlor

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

NAYS:

B. Resolution R2025-12.A – Support for Request of State of Georgia FY2025 Budgetary Surplus Funding for Construction of a New Pooler Library

City Manager Heath Lloyd presented the resolution for consideration. Member of the public Don Blake commented. Mayor Pro Tem Aaron Henry moved to approve Resolution R2025-12.A – Support for Request of State of Georgia FY2025 Budgetary Surplus Funding for Construction of a new Pooler Library.

Motion to Approve; PASSED (6-0-0)

MOVER: Henry

SECONDER: Wilcher

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

NAYS:

IX. NEW BUSINESS

Mayor Karen Williams read aloud a reminder regarding public comment.

A. PUD Amendment to Rezone Three Parcels from Jabot PUD (C-2) to City of Pooler's C-2 (Heavy Commercial) Zoning District to Allow for a Multi-Use Development (Jabot PUD Amendment 19) (Public Hearing, Action) (Postponement Requested by Petitioner)

City Manager Heath Lloyd presented the amendment for consideration, noting that the petitioner had submitted a written request for postponement. Rob Forrest was present on behalf of the petitioner and verbally requested postponement of both the public hearing and item. Mayor Pro Tem Aaron Henry moved to postpone the PUD Amendment to Rezone Three Parcels from Jabot PUD (C-2) to City of Pooler's C-2 (Heavy Commercial) Zoning District to Allow for a Multi-Use Development (Jabot PUD Amendment 19), with the following conditions:

1. Further coordination between the applicant and City staff is required
2. The item must be resubmitted through the Planning and Zoning Commission process

3. The item will not be presented to Council before the first City Council meeting in February 2026
4. The applicant shall bear the costs associated with readvertisement

The petitioner's representative verbally agreed to the conditions.

Motion to Postpone with Stipulations; PASSED (5-1-0)

MOVER: Henry

SECONDER: Carpenter

AYES: Bashlor, Carpenter, Henry, Hutcherson, Valim

NAYS: Wilcher

Mayor Pro Tem Aaron Henry, Councilmember Michael Carpenter, and members of the public Valerie Brandt, Robert Telmos, Uma Nagaraj, Latricia Brown, Shirlinia Daniel, Amy Gilliam, and Don Blake commented.

~~B. Conditional Use Request to Allow for a Home Occupation to Operate Personal Care Homes at 509 and 511 Potter Stone Square within the Morgan Family Tract PUD (Public Hearing, Action) (Withdrawn by City Manager)~~

City Manager Heath Lloyd noted that the item had been withdrawn. No action was taken.

C. Conditional Use Request to Allow for a Home Occupation to Operate a Personal Care Home at 309 West Whatley Street (Public Hearing, Action)

City Manager Heath Lloyd presented the first request for consideration. The petitioner was not present. Mayor Karen Williams opened and closed the public hearing without comment. Councilmember Michael Carpenter, upon review of the criteria, moved to deny the Conditional Use Request to Allow for a Home Occupation to Operate a Personal Care Home at 309 West Whatley Street.

Motion to Deny; PASSED (6-0-0)

MOVER: Carpenter

SECONDER: Bashlor

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

NAYS:

D. Conditional Use Request Allow for a Rental and Leasing Service Specifically for Golf Carts within the C-2 (Heavy Commercial) Zoning District at 1018 West US Highway 80, Suite 501 (Public Hearing, Action)

Manager Heath Lloyd presented the request for consideration. The petitioner was not present. Mayor Karen Williams opened and closed the public hearing without comment. Mayor Pro Tem Aaron Henry moved to postpone the Conditional Use Request Allow for a Rental and Leasing Service Specifically for Golf Carts within the C-2 (Heavy Commercial) Zoning District at 1018 West US Highway 80, Suite 501 until the January 5, 2026, City Council Meeting.

Motion to Postpone; PASSED (6-0-0)

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

E. Conditional Use Request to Allow for a Hardware Store to Operate at 1276 West US Highway 80 within the C-1 Zoning District (Main Street Overlay District) (Public Hearing, Action)

City Manager Heath Lloyd presented the request for consideration. Scott Munson was present on behalf of the petitioner. Mayor Karen Williams opened and closed the public hearing without comment. Mayor Pro Tem Aaron Henry, upon review of the criteria, moved to approve the Conditional Use Request to Allow for a Hardware Store to Operate at 1276 West US Highway 80 within the C-1 Zoning District (Main Street Overlay District) subject to the following condition:

1. That the site plan meets all Main Street Overlay standards.

Motion to Approve with Stipulations; PASSED (6-0-0)
MOVER: Henry
SECONDER: Bashlor
AYES: Bashlor, Carpenter, Henry, Hutcherson, Valim, Wilcher
NAYS:

F. Conditional Use Request to Allow a Contractor's Office at 125 Southern Junction Boulevard, Suite 201, in the Godley Station PUD (Public Hearing, Action)

City Manager Heath Lloyd presented the request for consideration. A Garbutt Construction representative 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 to Allow a Contractor's Office at 125 Southern Junction Boulevard, Suite 201, in the Godley Station PUD.

Motion to Approve; PASSED (6-0-0)
MOVER: Bashlor
SECONDER: Carpenter
AYES: Bashlor, Carpenter, Henry, Hutcherson, Valim, Wilcher
NAYS:

G. Site Plan for Forest Lakes Secondary Access Road at Jimmy Deloach Parkway and Champlain Drive

City Manager Heath Lloyd presented the first plan for consideration. A Coleman Company representative was present on behalf of the petitioner. Member of the public Don Blake commented. Councilmember Tom Hutcherson, upon review of the criteria, moved to approve the Site Plan for Forest Lakes Secondary Access Road at Jimmy Deloach Parkway and Champlain Drive, subject to the following conditions:

1. The Forest Lakes Secondary Access Road shall initially be constructed as a gravel emergency vehicle access road in substantial conformance with the plans previously approved by the City of Pooler.

2. Notwithstanding the foregoing, in the event that (i) the Georgia Department of Transportation (GDOT) issues an encroachment permit authorizing full, unrestricted access from the secondary access road onto Jimmy DeLoach Parkway, or (ii) the City Manager, in his or her sole discretion, determines that upgrade of the roadway to permanent paved roadway standards is necessary, the developer shall, at its sole cost and expense improve the entirety of the secondary access road to fully comply with all current City of Pooler standards for roadways.

Motion to Approve with Stipulations; PASSED (6-0-0)

MOVER: Hutcherson

SECONDER: Carpenter

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

NAYS:

H. Award Contract for Pooler Recreation Park (South Rogers Street) Basketball Court Construction

City Manager Heath Lloyd presented the bids for consideration. Councilmember Michael Carpenter moved to award the Contract for Pooler Recreation Park (South Rogers Street) Basketball Court Construction to Kirby Enterprises in the amount of \$340,000.00, subject to City Attorney approval.

Motion to Approve; PASSED (6-0-0)

MOVER: Carpenter

SECONDER: Wilcher

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

NAYS:

I. Award Contract for Mass Notification Platform

City Manager Heath Lloyd presented the bids for consideration. Mayor Pro Tem Aaron Henry moved to award the Contract for a Mass Notification Platform to CivicPlus for the first-year discounted price of \$12,000.00 with potential for renewal at \$13,000.00 annually, subject to a 5% uplift, and subject to City Attorney approval.

Motion to Approve; PASSED (6-0-0)

MOVER: Henry

SECONDER: Bashlor

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

NAYS:

J. Award Contract for Municipal Court Public Defender, Laurence Tell, Esquire

City Manager Heath Lloyd presented the contract for consideration. Councilmember John Wilcher moved to award the contract for City of Pooler Municipal Court Public Defender to Laurence Tell, Esquire, subject to City Attorney approval.

Motion to Approve; PASSED (6-0-0)

MOVER: Wilcher

SECONDER: Hutcherson

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

NAYS:

X. PUBLIC COMMENT

Members of the public Grady Davis, Don Blake, and Uma Nagaraj commented.

XI. ADJOURNMENT

Councilmember John Wilcher moved to adjourn the meeting.

Motion to Adjourn; PASSED (6-0-0)

MOVER: Wilcher

SECONDER: Henry

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

NAYS:

The meeting adjourned at 7:51 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