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## City of Lilburn

City Hall  
76 Main Street  
Lilburn, GA 30047

### **City Council Meeting**

Meeting Minutes – Approved

Auditorium  
Monday, January 11, 2016  
7:30 p.m.

#### **Council**

Johnny Crist, Mayor  
Brian Burchik, Post 1  
Scott Batterton, Post 2  
Eddie Price, Post 3  
Tim Dunn, Post 4

A work session was held prior to the regular scheduled meeting, at 6:30 p.m., to allow the elected officials to discuss this evening's agenda items. No other items were discussed and no actions were taken.

- I. **CALL TO ORDER** – Mayor Crist called the meeting to order at **7:30 p.m.**
- II. **PLEDGE TO THE FLAG** – Led by Mayor Crist.
- III. **CEREMONIAL MATTER**
  - Swearing in of Mayor Johnny D. Crist, Council Member Scott Batterton and Brian Burchik.
- IV. **ROLL CALL**

PRESENT: Mayor Johnny Crist, Council members Dunn, Batterton, Burchik, and Price, City Manager Johnsa, Department Heads, City Attorney, City Clerk Penate
- V. **APPROVAL OF AGENDA**
  - Consideration of the City Council Agenda for January 11, 2016, meeting – **Motion to approve as presented, with no additions, was made by Council member Dunn, seconded by Council member Price. Motion passed with 4-0 Vote.**
- VI. **ANNOUNCEMENTS**
  - Training: Civilian Response to Active Shooter – January 21, 2016 (6:30 pm – 8:30 pm) at Providence Christian Academy.
- VII. **PUBLIC COMMENT**
  - Molly Vance, from GUIDE, presented a Plaque and Proclamation to the Lilburn Police Department.
  - National Night Out recognized Lilburn Police Department.
- VIII. **APPROVAL OF MINUTES**
  - Consideration of **the City Council Regular meeting** minutes from December 14, 2015, – **Motion to approve as presented, with no additions, was made by Council member Price, Seconded by Council member Batterton. Motion passed with 4-0 Vote.**
- IX. **PUBLIC HEARING – NONE**
- X. **AGENDA**
  1. CITY OF LILBURN 2015 MAYOR AND COUNCIL APPOINTMENTS – CITY MANAGER

Each calendar year it is necessary for the Mayor and City Council to appoint the Mayor Pro-Tem, City Attorney, Legal Organ, Building Official, City Planner, Council Responsibilities, Municipal Judges and Solicitor(s), and members to all Commissions and Boards. The following were read into record:

- Mayor Pro Tem – Tim Dunn
- Parliamentary Procedures – Robert's Rules of Order
- City Attorney & Parliamentarian – Richard A. Carothers
- Legal Organ – Gwinnett Daily Post
- Building Official – Doug Stacks
- City Planner – Joellen Wilson
- City Clerk – Melissa L. Penate
- Council Responsibilities – All council members will share equally in all areas of responsibility.

- Municipal Court:
  - Municipal Judge – Charles Barrett
  - Substitute Judge(s) – Carla Brown & Claude Mason
  - Solicitor – Russell Bryant
  - Deputy Solicitor – Anna Wilson Pearce
- Employee Representative to the Merit Board – Carmen Stewart

The following are the 2016 appointments for the Board and Commissions:

Mayor Johnny Crist -	<u>Merit Board</u> – June Moloney, Executive Secretary <u>Alcohol Review Board</u> – Kathy J. Rall <u>Planning Commission</u> – Aaron J. Passman <u>Zoning Board of Appeals</u> – David W. Hibbert <u>Board of Adjustments</u> – Phil Mobley
Council Member Brian Burchik -	<u>Merit Board</u> – Vacant <u>Alcohol Review Board</u> – Scott Voight <u>Planning Commission</u> – Emil Powella <u>Zoning Board of Appeals</u> – Kent Sutter <u>Board of Adjustments</u> – Vacant
Council Member Scott Batterton -	<u>Merit Board</u> – Jack Bolton <u>Alcohol Review Board</u> – Dr. John Lazenby <u>Planning Commission</u> – Joe Gennusa <u>Zoning Board of Appeals</u> – Philip Holland <u>Board of Adjustments</u> – John Calhoun
Council Member Eddie Price -	<u>Merit Board</u> – Joette Segars <u>Alcohol Review Board</u> – Jimi Taylor <u>Planning Commission</u> – Hugh Wilkerson <u>Zoning Board of Appeals</u> – Tony Williams <u>Board of Adjustments</u> – Mike Hart
Council Member Tim Dunn -	<u>Merit Board</u> – James R. Morton <u>Alcohol Review Board</u> – Margot Ashley <u>Planning Commission</u> – Michelle West <u>Zoning Board of Appeals</u> – Carl Biemiller <u>Board of Adjustments</u> – Michael Taylor

**A motion to approve the various appointments as presented was made by Council member Price, second by Council member Batterton. Motion passed with 4-0 vote.**

## 2. PERMIT FEE SCHEDULE – DIRECTOR OF PLANNING & ECONOMIC DEVELOPMENT

Due to the department's new permitting software, minor modifications are necessary to the permit fee schedule. No major changes are proposed.

**A motion to approve Resolution #2016-01 adopting the new fee schedule was made by Council member Dunn, second by Council member Burchik. Motion passed with 4-0 vote.**

3. ACCEPTANCE OF DONATION MADE TO LILBURN POLICE DEPARTMENT – CHIEF OF POLICE

Podber Limited Partnership DBA Lilburn Square Shopping Center presented a donation of \$250.00 to Lilburn Police Department for appreciation of service and community partnership to be spent on behalf of the Police Department.

A motion to accept a donation of \$250 from Podber was made by Council member Batterton, second by Council member Price. Motion passed 4-0 vote.

XI. ADJOURNMENT

There being no further business, Council member Batterton made a motion to adjourn at 7:55 p.m., seconded by Council member Burchik. Motion carried unanimously.

Approved this 8 day of February, 2015.

  
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Johnny D. Crist, Mayor

ATTEST:

  
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Melissa L. Penate, City Clerk