



**City of Lilburn
City Council Meeting Agenda**

**January 11, 2021 at 7:30 p.m.
Lilburn City Hall, 340 Main St., Lilburn, GA 30047
Zoom Meeting**

*Council Members:
Tim Dunn, Mayor
Lindsay Voigt, Post 1
Scott Batterton, Post 2
Eddie Price, Post 3
Emil Powella, Post 4*

The City of Lilburn issued two emergency orders in March 2020: Emergency Order No. 2020-01 and Emergency Order No. 2020-02 declaring a local state of emergency due to the COVID-19 pandemic. There are no public hearings scheduled for the January 11, 2021 City Council meeting, and no members of the public have requested to speak during the public comment portion of the meeting. City Council meetings must be open to the public; therefore, anyone wishing to view the live meeting may do so by watching a live stream of the meeting in the Preston Room located in City Hall at 340 Main Street, Lilburn. In order to comply with social distancing guidelines issued by the CDC, the maximum capacity of the meeting room will be limited to the first 40 members of the public to arrive at 6:00 pm on Monday, January 11, 2021.

- I. Executive Session (if necessary)**
- II. Call to Order**
- III. Roll Call**
- IV. Pledge to the Flag**
- V. Approval of Agenda**
- VI. Announcements**
 - 1. City Events**
 - City Hall - Library Closed for Martin Luther King Day
January 18, 2021, All Day @ Lilburn City Hall
 - City of Lilburn 2021 Annual Planning Retreat
January 16, 2021, 8:00 AM - 4:00 PM @ Evergreen Marriott Conference Center
- VII. Ceremonial Matter**

VIII. Public Comment

IX. Approval of Minutes

1. City Council Meeting Draft Minutes from December 14, 2020

Public Hearing (Y/N) N
Department: City Clerk
Presenter: Melissa Penate, City Clerk
Staff Recommendations: A motion to approve the City Council meeting draft minutes from December 14, 2020.
Department Head Approval: J. Simpkins
Mayor's Signature Required: Yes

Documents:

[12_14_2020 - CITY COUNCIL DRAFT MEETING MINUTES FINAL.PDF](#)

X. Public Hearing

XI. Agenda

1. City of Lilburn 2021 Mayor and Council Appointments

Each calendar year it is necessary for the Mayor and City Council to appoint the Mayor Pro-Tem, City Attorney, Legal Organ, Council Responsibilities, Municipal Judges and Solicitor(s), and members to all Commissions and Boards.

Public Hearing (Y/N) N
Department: City Clerk
Presenter: Melissa Penate, City Clerk
Staff Recommendations: Motion to approve the various appointments as presented for 2021.
Department Head Approval: J. Simpkins
Mayor's Signature Required: No
Budgeted: N/A

Documents:

[AGENDA ITEM 1 - AGENDA FORM - 2021 BOARDS AND APPOINTMENTS.PDF](#)
[AGENDA ITEM 1 - ATTACH 1 - 2021 APPOINTMENTS .PDF](#)
[AGENDA ITEM 1 - ATTACH 2 - 2021 BOARD AND COMMISSION APPOINTMENTS.PDF](#)

2. 2021 City of Lilburn General Municipal Election Schedule

As this year is an election year for Councilmember Posts 3 and 4, we are required by state law to advertise these post positions, the qualifying fees, and the election schedule by February 1.

Post 3 – Eddie Price
Post 4 – Emil Powella

**The public notice ran in the legal organ, Gwinnett Daily Post, on January 10, 2021.

Public Hearing (Y/N) N
Department: City Clerk
Presenter: Melissa Penate, City Clerk
Staff Recommendations: Motion to approve Resolution #2021-01, providing for the 2021 City of Lilburn General Municipal Election Schedule and Qualifying Fees.
Department Head Approval: J. Simpkins
Mayor's Signature Required: Yes
Budgeted: N/A

Documents:

[AGENDA ITEM 2 - AGENDA FORM 2021 CITY OF LILBURN GENERAL ELECTION SCHEDULE.PDF](#)
[AGENDA ITEM 2 - ATTACH 1 -RES 2021-01 GENERAL ELECTION SCHEDULE 2021.PDF](#)
[AGENDA ITEM 2 - ATTACH 2 - PUBLIC NOTICE- 2021 GENERAL ELECTION 12.30.2020.PDF](#)

3. Ordinance No. 2021-560, an Ordinance to amend Article IV Massage Establishments in Chapter 14 Businesses to comply with HB 242

Effective July 1, 2019, the State of Georgia adopted amendments to the Georgia Massage Therapy Practice Act. The amendments recognize massage therapists as healthcare professionals and give the Georgia Board of Massage Therapy the power to regulate the practice of massage therapy in Georgia. The law does not allow municipalities to limit where a massage therapy business can be located, to prohibit off-premises or mobile services by a licensed massage therapist, or to collect fees that are not imposed on other licensed healthcare professionals. Therefore, multiple sections of Article IV, Massage Establishments, of Chapter 14, Businesses, must be deleted to comply with the amended state law.

Public Hearing (Y/N) N
Department: City Manager
Presenter: Jenny Simpkins, Assistant City Manager
Staff Recommendations: Motion to approve Ordinance No. 2021-560, amending Article IV Massage Establishments of Chapter 14, Businesses, to comply with HB 242.
Department Head Approval: B. Johnsa
Mayor's Signature Required: Yes
Budgeted: N/A

Documents:

[AGENDA ITEM 3 - AGENDA FORM.PDF](#)
[AGENDA ITEM 3 - ATTACH 1 - ORDINANCE 2021-560.PDF](#)

4. Ordinance No. 2021-561, an Ordinance to revise Article II of the Merit System Ordinance and associated Personnel Policies and Procedures

As an employer, the City of Lilburn continues to make improvements to the processes

of recruiting, selection, and advancement of the work force. As such, the following updates are requested to the Merit System Ordinance and the associated Personnel Policies and Procedures:

1. Proposed revisions to the Merit System Ordinance - Article II Section 50-29 Regarding "Unclassified Service." Expand the definition of "Unclassified Service" To include all future new hires going forward from January 11, 2021.
2. Proposed revisions to Merit System Ordinance – Article II Section 50-30 Regarding Political Activity. Delete this section.
3. Proposed revisions to Merit System Ordinance – Article II Section 50-23 Selection of board members.
4. Proposed revisions to the Personnel Policies and Procedures affected by the ordinance revisions in Item 1-3.

Public Hearing (Y/N) N
Department: Human Resources
Presenter: Lynn Smith, Director of Human Resources
Staff Recommendations: Motion to approve Ordinance 2021-561 revising the Merit System Ordinance– Article II Section 50-23, 50-29 and 50-30 and revisions to the Personnel Policies and Procedures affected by these revisions.
Department Head Approval: B. Johnsa
Mayor's Signature Required: Yes
Budgeted: N/A

Documents:

[AGENDA ITEM 4 - AGENDA FORM 1.11.2021.PDF](#)
[AGENDA ITEM 4 - ATTACH 1 - PROPOSED MERIT SYSTEM CODE 1.11.21.PDF](#)
[AGENDA ITEM 4 - ATTACH 2 - PERSONNEL POLICIES AND PROCEDURES -PROPOSED DECEMBER 2020.PDF](#)
[AGENDA ITEM 4 - ATTACH 3 - ORD 2021-561 MERIT SYSTEM 1.5.2021.PDF](#)

XII. Consent Agenda

XIII. Adjournment

As set forth in the Americans with Disabilities Act of 1990, the City of Lilburn does not discriminate on the basis of disability in the admission or access to, or treatment or employment in its programs or activities. City Clerk, 340 Main Street, Lilburn, GA 30047 has been designated to coordinate compliance with the non-discrimination requirements contained in section 35.107 of the Department of Justice regulations, information concerning the provisions of the Americans with Disabilities Act, and the rights provided thereunder, are available from the ADA coordinator.

The City of Lilburn will assist citizens with special needs given proper notice (seven working days). Any requests for reasonable accommodations required by individuals to fully participate in any open meeting, program or activity of the City of Lilburn should be directed to City Clerk, 340 Main Street, Lilburn, GA 30047, telephone number 770-921-2210.