



**City of Lilburn  
City Council Meeting Minutes**

**May 10, 2021 at 7:30 p.m.  
Lilburn City Hall, 340 Main St., Lilburn, GA 30047**

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

05/10/2021 - Minutes

**I. Executive Session (If Necessary)**

Mayor Dunn asked for a motion to move to executive session at 7:21 p.m. to discuss an appraisal related to the acquisition or disposal of real estate pursuant to O.C.G.A. § 50-14-3(b)(1)(C). Motion to move to executive session was made by Councilmember Batterton, seconded by Councilmember Price.

**Motion passed with a 4-0 vote.**

Motion to adjourn from executive session at 7:38 p.m. was made by Councilmember Price, seconded by Councilmember Powella.

**Motion passed with a 4-0 vote.**

**II. Call to Order**

The meeting was called to order at 7:40 p.m. by Mayor Dunn.

**III. Roll Call**

Present:

- Mayor Tim Dunn
- Councilmember Eddie Price
- Councilmember Emil Powella
- Councilmember Lindsay Voigt
- Councilmember Scott Batterton

**IV. Pledge to the Flag**

A handwritten signature in blue ink, appearing to be "H. Price", is located in the bottom right corner of the page.

Mayor Dunn led the pledge to the flag.

**V. Approval of Agenda**

A motion to approve the May 10, 2021 City Council agenda was made by Councilmember Price, seconded by Councilmember Batterton.

**Motion passed with a 4-0 vote.**

**VI. Announcements**

1. City Events

- Lilburn Food Truck Tuesday  
May 11, 2021, 6:00 PM - 9:00 PM @ City Park
- Downtown Lilburn Spring Cornhole League  
May 13, 2021, 6:45 PM - 9:00 PM @ City Park
- Community Yard Sale- Booth spaces Sold Out  
May 15, 2021, 9:00 AM - 1:00 PM @ NEW LOCATION- Railroad Avenue parking lot at Lilburn City Park
- Rock the Park - Rumours the Fleetwood Mac Tribute Band  
June 4, 2021, 6:30 PM - 10:00 PM @ City Park

**VII. Ceremonial Matter**

Mayor Dunn presented the 52nd Municipal Clerks Week Proclamation, the Police Memorial Week Proclamation, and the Purple Heart City Proclamation.

**VIII. Public Comment – None.**

**IX. Approval of Minutes**

1. City Council Meeting Draft Minutes from April 12, 2021

A motion to approve the City Council meeting draft minutes from April 12, 2021 was made by Councilmember Voigt, seconded by Councilmember Powella.

**Motion passed with a 4-0 vote.**

**X. Public Hearing**

1. **Public Hearing Item No. 1 - Public Hearing for the City of Lilburn FY2021/2022 Budget**

Finance Director, Sherrie Smith stated:

As part of the FY2021/2022 Budget Process, state law requires the Mayor and Council to conduct a public hearing before the adoption of the budget ordinance. The FY2021/2022 budget ordinance will be presented for adoption at the June 14, 2021, regular City Council meeting.

The total budget for the City of Lilburn is \$13,984,809. The budget is distributed among 7 funds:

- Fund 100: General Fund - \$8,858,828
- Fund 210: Confiscated Assets Fund - \$50,011
- Fund 230: School Zone Safety Fund - \$175,000
- Fund 270: Tax Allocation District Fund - \$415,021
- Fund 323: 2017 Special Purpose Local Option Sales Tax - \$2,121,125
- Fund 350: Capital Projects Fund - \$1,289,824
- Fund 745: Municipal Court Fund - \$1,075,000

The budget is based on revenues projected with the millage rate staying at 4.43 mills.

Mayor Dunn opened the floor for the public hearing. Hearing none, Mayor Dunn closed the public hearing

portion of the meeting.

## **XI. Agenda**

A motion to move agenda items to consent agenda was made by Councilmember Batterton, seconded by Councilmember Powella.

**Motion passed with a 4-0 vote.**

## **XII. Consent Agenda**

*All items listed below are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member or citizen so requests, in which event the item will be removed from the Consent Agenda and considered separately.*

### **1. Agenda Item No. 1 - Authorization for application – Community Development Block Grant (CDBG) – Velva Way Sewer**

City Manager, Bill Johnsa, requests the authorization to proceed with a CDBG application to provide sanitary sewer, installation of laterals, and associated residential septic to sewer conversion connection fees. City staff has performed a survey and the results show that Velva Way qualifies as a potential recipient of CDBG infrastructure funding.

Staff requests a motion to approve and authorize the application of a Community Development Block Grant regarding the addition of sanitary sewer, installation of sewer laterals, and all associated residential conversion fees on Velva Way within the corporate limits.

### **2. Agenda Item No. 2 - Award of bid – Local Maintenance Improvement Grant 2021(LMIG 2021)**

City Manager, Bill Johnsa, stated that on April 29, 2021, city staff opened bids for the resurfacing of various city streets, including Stone Valley Drive, Lockring Drive, Stoneview Drive, and Bailey Drive.

Of the seven bids received, Garrett Paving Company was the low bidder at a total of \$157,322.20. The city may opt to resurface Joy Lane as part of the bid award.

Staff requests a motion to approve Bid# COL/LMIG-4.29.2021 to Garrett Paving Company in the amount of \$157,322.20 and to allow the City Manager to approve additional paving of Joy Lane as funding allows. Further, authorize the City Manager to execute the contract.

### **3. Agenda Item No. 3 - Approval to amend the City of Lilburn's General and Administrative Policies and Procedures**

Assistant City Manager, Jenny Simpkins, presented amendments to the General and Administrative Policies and Procedures manual.

Amendments were made to Section 13-Fixed Assets Policies and Procedures to include requirements for donated assets. Section 31-Cybersecurity Policy and Section 32-Agenda Process Policy and Manual were added.

Staff requests a motion to approve the amendments of the City of Lilburn's General and Administrative Policies and Procedures.

### **4. Agenda Item No. 4 - Authorization for acceptance of final settlement in the amount of \$150,000 from CSX Railroad. Authorization to award related repairs to Main Street, Parking lot(s), and Greenway trail related to October 2020 train derailment.**

City Manager, Bill Johnsa, stated that staff is requesting a formal acceptance of \$150,000 from CSX Railroad. This is related to damages and expenses incurred by the City of Lilburn related to the October 2020 train derailment.

An approval to increase the FY21 General Fund Budget in the amount of \$4980.00 and the FY21 Capital Projects budget in the amount of \$145,020.00 is being requested. Further authorize the contract related to infrastructure repairs to the Dickerson Group, Inc. in the amount of \$83,175.00.

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Staff recommends a motion to accept revenue in the amount of \$150,000 from CSX Railroad related to damage and expenses incurred by the City of Lilburn related to the October 2020 train derailment. Also, approval to increase the FY21 General Fund Budget in the amount of \$4,980.00 and the FY21 Capital Projects budget in the amount of \$145,020.00. Further, authorize the contract related to infrastructure repairs to the Dickerson Group, Inc. in the amount of \$83,175.00. Lastly, authorize the Mayor to execute the contract on behalf of the City of Lilburn.

A motion to approve the consent agenda was made by Councilmember Price, seconded by Councilmember Voigt.

**Motion passed with a 4-0 vote.**

**XI. Adjournment**

Councilmember Price made a motion to adjourn at 7:57 p.m., seconded by Councilmember Powella.

**Motion passed with a 4-0 vote.**

Approved this 14<sup>TH</sup> day of JUNE, 2021.



Tim Dunn, Mayor

ATTEST:



Melissa L. Penate, City Clerk (Seal)

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