

**CITY OF SUGAR HILL  
COUNCIL MEETING MINUTES  
MONDAY, JANUARY 13, 2020, 7:30 P.M.  
CITY HALL COUNCIL CHAMBERS  
5039 WEST BROAD STREET  
SUGAR HILL, GEORGIA**

**CALL TO ORDER** – by Mayor Steve Edwards. Present were Mayor Steve Edwards, Mayor Pro Tem Susie Walker, Council Members Taylor Anderson, Marc Cohen, Brandon Hembree, Curtis Northrup, City Manager Paul Radford, Assistant City Manager Troy Besseche, City Clerk Jane Whittington, City Attorneys Frank Hartley and Creighton Lancaster.

**PLEDGE OF ALLEGIANCE TO THE FLAG  
INVOCATION** – given by Mayor Edwards.

**OATH OF OFFICE – Council Members Marc Cohen, Council Member Brandon Hembree and Mayor Pro Tem Susie Walker.** Mayor Edwards administered the oath of office and the Mayor and remaining Council Members congratulated them on another four-year term.

**APPROVAL OF AGENDA** – Council Member Hembree motioned to approve the agenda as submitted. Mayor Pro Tem Walker seconded the motion. Approved 5-0.

**APPROVAL OF MINUTES** – Council Meeting December 9, 2019; Work Session December 2, 2019 – Council Member Cohen motioned to approve the minutes as written. Council Member Anderson seconded the motion. Approved 5-0.

**AWARDS/PRESENTATIONS/PROCLAMATIONS**

**REPORTS**

**CITY ATTORNEY  
COUNCIL  
MAYOR  
CITY CLERK  
CITY MANAGER  
YOUTH COUNCIL**

**CITIZENS AND GUESTS COMMENTS**

**CONSENT AGENDA  
OLD BUSINESS**

**NEW BUSINESS**

**Appointment Municipal Court Judge and Associate Judge** – Council Member Anderson motioned to table appointment until the February meeting. Council Member Cohen seconded the motion. Approved 5-0.

**Planning Commission Appointment, Post 5** – Director Awana stated that Phil Olsen’s term is up but he is interested in serving another term. There were no other nominations. Council Member Hembree motioned to re-appoint Phil Olsen to serve another term on the Planning Commission, Post 5. Council Member Anderson seconded the motion. Approved 5-0.

**Downtown Development Authority Appointments** – Council Member Anderson motioned to re-appoint Brandon Hembree Post 6 and Jack Wolfe Post 7 for another four-year term. Mayor Pro Tem Walker seconded the motion. Approved 5-0.

**Development Authority Appointments** – Council Member Hembree motioned to table the appointments to the Development Authority until the February meeting. Council Member Cohen seconded the motion. Approved 5-0.

**Public Hearing, Rezoning RZ-19-004, (Applicant request to Table)** – Director Awana explained that the applicant has requested to table this rezoning. Council Member Hembree motioned to table RZ-19-004. Council Member Anderson seconded the motion. Approved 5-0.

**Public Hearing, Resolution Amendment Zoning Map & Amend Conditions RZ-04-002** – Director Awana explained that this resolution was initiated by the city to amend the zoning conditions approved under the zoning case RZ-04-002. Council Member Cohen motioned to approve the Resolution for RZ-04-002. Council Member Northrup seconded the motion. Approved 5-0.

**Public Hearing, Zoning Ordinance Amendment Articles 3,4,9 & 10, Sale of Cannabidiol, Tobacco & Vape Products** – Director Awana explained that the Planning staff prepared recommended policy changes to several sections of the zoning ordinance pertaining to the sale of cannabidiol, tobacco and vape products. The public hearing was opened and there were no comments, so the hearing was closed. Council Member Hembree stated that to protect the youth from tobacco products and things detrimental to their health, the Mayor and Council want to explore policies to make this ordinance relevant to those circumstances. The staff will need more time to reference options so this ordinance will need to be tabled. Council Member Hembree motioned to table this zoning ordinance amendment until the February council meeting. Council Member Cohen seconded the motion. Approved 5-0.

**Public Hearing, Zoning Ordinance Amendment Article 6, Short-Term Rentals** – Director Awana explained that the Planning staff has been researching policy implications and trends for regulating the emerging short-term rental market in our community. Staff is not ready to proceed with amendments to the zoning ordinance but would like to present a draft to facilitate discussion. Mayor Pro Tem Walker motioned to table the amendment to the zoning ordinance for short term rentals until the February meeting. Council Member Anderson seconded the motion. Approved 5-0.

**Ordinance Georgia Municipal Employees Benefit System Re-Stated Plan Adoption** – the City Clerk explained that The Georgia Municipal Employees Benefit System (GMEBS) has requested that all member employers adopt the restated plan documents to ensure continued tax-favored treatment for its members. The draft plan and documents will take effect on the date of approval by the city. Council Member Cohen motioned to re-adopt the GMEBS restated defined benefit retirement plan. Council Member Hembree seconded the motion. Approved 5-0.

**Sewer Easement Encroachment Agreement – Greenway Project** – Assistant City Manager Besseche explained that the city and the county both have projects within the narrow portion of the Georgia Department of Transportation property between Level Creek Rd. and Whitehead Rd. The proposed solution is to allow the overlap to continue with an understanding of maintenance and repair requirements. Staff is recommending approval of the agreement with Exhibit A showing the portion of the trail effected. Council Member Hembree motioned to approve the Sewer Easement Encroachment as recommended by staff. Council Member Northrup seconded the motion. Approved 5-0.

**EXECUTIVE SESSION: TO DISCUSS LEGAL, REAL ESTATE AND/OR PERSONNEL** – Council Member Cohen motioned to enter Executive Session. Mayor Pro Tem Walker seconded the motion. Approved 5-0.

**PUBLIC ACTION TAKEN OUT OF EXECUTIVE SESSION** - the following action was taken out of Executive Session: The annual reviews were held for the City Manager and City Clerk. Council Member Northrup thanked the City Clerk Jane Whittington for her work in 2019 and motioned to increase her compensation 3.5% for 2020. Council Member Cohen seconded the motion. Approved 5-0.

Council Member Hembree thanked the City Manager Paul Radford for all the hard work in 2019 and motioned to increase his salary by 3.5% for 2020 and a contribution to his 401a in the amount of 15% of his current 2020 salary. Council Member Anderson seconded the motion. Approved 5-0.

**ADJOURNMENT** - Council Member Cohen motioned to adjourn. Council Member Hembree seconded the motion. Approved 5-0.

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Steve Edwards, Mayor

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Jane Whittington, City Clerk