

**CITY OF SUGAR HILL
MAYOR & COUNCIL WORK SESSION MINUTES
MONDAY, FEBRUARY 6, 2023
CITY HALL COUNCIL CHAMBERS, 7:00 P.M.
5039 WEST BROAD STREET
SUGAR HILL, GA 30518**

AGENDA ITEMS FOR THE COUNCIL MEETING - Present were Mayor Brandon Hembree, Mayor Pro Tem Marc Cohen, Council Members Taylor Anderson, Alvin Hicks, Mason Roszel and Jenn Thatcher. Also present were City Manager Paul Radford, Assistant City Manager Troy Besseche, City Clerk Jane Whittington and City Attorney Frank Hartley.

AWARDS AND PRESENTATIONS/PROCLAMATIONS

Oath of Office, Marshal Ed Ritter – Mayor Hembree administered the oath of office to Marshal Ritter the newest Marshal to join the city’s public safety team.

Municipal Training Board Presentation – Mayor Pro Tem Cohen will present certificates that were earned at the February 13th Council Meeting.

Proclamation - City of Civility - Mayor & Council, Council Member Cohen will present a proclamation for the City of Civility at the February 13th Council meeting. This is the first step in GMA’s program to earn the designation as a City of Civility. This is a similar program to the Certified City of Ethics.

OLD BUSINESS

NEW BUSINESS

VAR-23-001 SDP Brogdon LLC, Tax parcel 7-253-016, Variance to Construct Pre-Cast Concrete Tilt Wall (public hearing 2-13) – Planning Director explained that this is in the zoning ordinance to require a variance for tilt walls in buildings less than 150,000 square feet. The department will draft an ordinance change for future cases. The public hearing will be held at the February 13th council meeting.

Right of Way Acceptance, Primrose Creek 2C – Planning Director Awana explained that they have met all of the requirements regarding the road and any right-of-way.

IGA, Gwinnett LCI Greenway Project – Assistant City Manager Besseche explained that the city received notice that the certification by Georgia Department of Transportation (GDOT) for the locally administered project (LAP) program was complete and they are ready to move forward with the LCI project as the project sponsor. The city prepared by having three staff members complete the training needed to keep the certification. The city appreciated the county’s help during the early stages. With the LAP approval the staff recommends that the Intergovernmental Agreement with Gwinnett County for the LCI Greenway project be terminated.

GDOT Project Framework Agreement – Planning Director Awana explained that the city was awarded Federal Aid Highway Program (FAHP) funds to complete preliminary engineering for the Greenway extension. This was part of the LCI grant program in 2020. The staff request is to approve signature on the Resolution to adopt the Project Framework Agreement.

Contract Award, Road Resurfacing and Repairs, Project 23-003 – Assistant City Manager explained that bid documents for the project were drafted and advertised in December in the legal section of the paper in accordance with state law. Sixteen contractors picked up bid documents and eight bids were received on January 12, 2023. The lowest bid was from Georgia Paving, Inc. in the amount of \$993,794.96.

CITY MANAGER DISCUSSIONS/UPDATES

Public Safety

Operations

Construction

Development/Events

EXECUTIVE SESSION, LEGAL, REAL ESTATE, PERSONNEL – Council Member Thatcher motioned to enter Executive Session for legal, real estate and/or personnel. Council Member Roszel seconded the motion. Approved 5-0.

PUBLIC ACTION TAKEN OUT OF EXECUTIVE SESSION – there was no action taken out of Executive Session.

ADJOURNMENT – Mayor Pro Tem Cohen motioned to adjourn. Council Member Hicks seconded the motion. Approved 5-0.

Brandon Hembree, Mayor

Jane Whittington, City Clerk