

**CITY OF SUGAR HILL  
COUNCIL MEETING MINUTES  
MONDAY, JUNE 12, 2017, 7:30 P.M.  
CITY HALL COUNCIL CHAMBERS  
5039 WEST BROAD STREET  
SUGAR HILL, GEORGIA**

**CALL TO ORDER** - by Mayor Edwards. Present were Mayor Steve Edwards, Council Members Marc Cohen, Brandon Hembree, Susie Gajewski and Mike Sullivan. Mayor Pro Tem Curtis Northrup was not present. Also present were City Manager Paul Radford, Assistant City Manager Troy Besseche, City Clerk Jane Whittington and City Attorney Lee Thompson. City Attorney Frank Hartley was not present.

**PLEDGE OF ALLEGIANCE TO THE FLAG**

**INVOCATION**

**APPROVAL OF AGENDA** – Council Member Gajewski motioned to approve the Agenda as written. Council Member Sullivan seconded the motion. Approved 4-0.

**APPROVAL OF MINUTES** – Council Meeting May 8, 2017; Work Session May 1, 2017 – Council Member Cohen motioned to approve the minutes as written. Council Member Hembree seconded the motion. Approved 4-0.

**AWARDS/PRESENTATIONS/PROCLAMATIONS**

**REPORTS**

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

**CITIZENS AND GUESTS COMMENTS** – there were no comments from citizens or guests.

**CONSENT AGENDA**

**GDOT Title VI Non-Discrimination Agreement**

**Golf Course Beverage Agreement**

**GMA Voting Delegate**

Mayor Edwards explained the items on the consent agenda as discussed in the Work Session. Council Member Hembree motioned to approve the Consent Agenda. Council Member Sullivan seconded the motion. Approved 4-0.

**OLD BUSINESS**

**NEW BUSINESS**

**2016 End of Year Budget Reconciliation Amendment** – the City Manager explained the transfers in the budget amendment that were necessary due to land purchase in 2016. Council Member Cohen motioned to approve the 2016 Budget Reconciliation as presented. Council Member Sullivan seconded the motion. Approved 4-0.

**2016 Audit Review, Wayne Tuck Walker, Pierce & Tuck CPA** – the City Manager explained the 2016 Audit was performed by Walker, Pierce & Tuck, CPA and requested that Wayne Tuck explain the results. Mr. Tuck explained that the audit was unqualified and thanked staff for their assistance in the audit process. Council Member Hembree motion to accept the 2016 audit as presented to the Mayor and Council. Council Member Gajewski seconded the motion. Approved 4-0.

**Planning Commission Appointment, Post 2** – The Planning Director explained that Todd Herion will be moving out of the city and has resigned from the Planning Commission. The Mayor opened the floor for nominations. Council Member Hembree nominated Barbara Pugh. Being no other nominations Ms. Pugh will be sworn in at the next meeting.

**Public Hearing, VAR-17-004, Stream Buffer Variance, Home South Communities, 885 Grove Glen Court** – Planning Director Awana explained that the city received an application from Home South Communities requesting relief from the impervious stream buffer under the Stream Buffer Protection Ordinance to construct a new single family home at 885 Grove Glen Court. The proposed encroachment is approximately 20 feet into the 75-foot impervious stream buffer. On-site mitigation may be used to satisfy variance criteria. The public hearing was opened and there were no comments so the hearing was closed. Council Member Cohen motioned to approve VAR-17-004 stream buffer variance provided that on-site mitigation efforts successfully compensate for the loss in stream buffer protection area. Council Member Sullivan seconded the motion. Approved 4-0.

**Public Hearing, Development Regulation Amendment, Article 8, 10 & 11** – Planning Director Awana explained the amendments. Article 8 includes more detailed requirements for as-built record drawings; Article 10 includes changes to coincide with recent changes to state law related to surveyor requirements (O.C.G.A. 15-6-67) and updated signature block to reflect policy change allowing the City Manager to release final plat for recording prior to ratification by the Mayor and City Council; Article 11 allows final plat approval prior to ratification by the Mayor and City Council and to require additional record drawings during project closeout. The public hearing was opened and there were no comments so the hearing was closed. Council Member Hembree motioned to approve Development Regulations amendment for Article 8, Article 10 and Article 11 as discussed and presented by staff. Council Member Cohen seconded the motion. Approved 4-0. The Planning Director noted that staff will continue to report to Council when subdivisions are in the approval process for recording.

**EXECUTIVE SESSION: TO DISCUSS LEGAL, REAL ESTATE AND/OR PERSONNEL** – Council Member Cohen motioned to enter Executive Session. Council Member Sullivan seconded the motion. Approved 4-0.

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

**ADJOURNMENT** – Council Member Sullivan motioned to adjourn. Council Member Cohen seconded the motion. Approved 4-0.

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Steve Edwards, Mayor

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Jane Whittington, City Clerk