

CITY COUNCIL MEETING
TUESDAY, JANUARY 26, 2021

Meeting Location: City Hall, 330 Town Center Avenue, Council Chambers

Attendees: James M. Burnette, Mayor
Beth Hilscher, Councilmember
Heather Hall, Councilmember
Larry Pettiford, Councilmember
Linnea Miller, Mayor Pro Tempore
Marty Allen, City Manager
Denise Brinson, Assistant City Manager
Robyn O'Donnell, City Clerk
Gregory Jay, City Attorney

Meeting Location: City Hall, 330 Town Center Avenue, Council Chambers

DINNER SESSION – 5:30 PM

City Council Informal Session

Agenda review and informal discussion among City Councilmembers and staff. Food provided for Elected Officials and staff. No action to be taken during session.

COUNCIL MEETING – 6:30 PM

A. Call to Order

Mayor Burnette called the meeting to order at 6:35 pm.

B. Organizational Matters for 2021

1. Selection of Mayor Pro Tempore

In accordance with Section 2.27 of the City Charter, by a majority of vote, the City Council shall elect a Councilmember to serve as Mayor Pro Tempore for that ensuing year. The Mayor Pro Tempore shall assume duties and powers of the Mayor during the Mayor's disability or absence.

Motion by Councilmember Hilscher to select Councilmember Miller as Mayor Pro Tempore, second by Councilmember Hall and so carried 6-0.

2. Adoption of Rules and Procedure

In accordance with Section 2.19 of the City Charter, the City Council shall each year adopt its rules of procedure and order of business. Staff recommends adopting the current edition of Robert's Rules of Order.

Motion by Councilmember Larry Pettiford to adopt Robert's Rules of Order, second by Councilmember Charpentier and so carried 6-0.

3. Appointment of Police Chief – Cass Mooney

Motion by Councilmember Hall to appoint Cass Mooney as Police Chief, second by Councilmember Hilscher and so carried 6-0.

i) Oath of Office by Judge Norman Cuadra

Norman Cuadra, Chief Judge, conducted the ceremonial oath of office for Police Chief Cass Mooney.

4. Appointment of City Clerk – Robyn O’Donnell

Motion by Mayor Pro Tempore Miller to appoint Robyn O’Donnell as City Clerk, second by Councilmember Charpentier and so carried 6-0.

i) Oath of City Clerk by Norman Cuadra

Norman Cuadra, Chief Judge, conducted the ceremonial oath of office for Robyn O’Donnell as City Clerk.

ii) Oath of Election Superintendent by Norman Cuadra

Norman Cuadra, Chief Judge, conducted the ceremonial oath of office for Robyn O’Donnell as Election Superintendent.

C. Public Hearing

1. Alcohol Beverage License request for TOP CRAWFISH, 3255 Lawrenceville Suwanee Road, Suite T

Ms. Jin H. Kim applied to amend the existing alcohol license, adding distilled spirits for on-premise consumption for the business located at 3255 Lawrenceville Suwanee Road, Suite T. The Business Services department recommends approval. The applicant was present. There was no audience comment.

2. Alcohol Beverage License request for BBQ Olive Chicken, 2870 Lawrenceville Suwanee Road, Suite E

Mr. Woo Young Lee applied to amend the existing alcohol license, adding distilled spirits for on-premise consumption for the business located at 2870 Lawrenceville Suwanee Road, Suite E. The Business Services department recommends approval. The applicant was present. There was no audience comment.

3. Alcohol Beverage License request for Main Event, 471 Northolt Parkway

Mr. Donald James Morgan has applied to be named the new licensee for the business located at 471 Northolt Parkway. The Business Services department recommends approval. The applicant was present. There was no audience comment.

D. Announcements

1. We are now hosting our twice-monthly **Winter Farmers Market** on the second and third Saturdays of each month. Upcoming markets include this Saturday, January 23rd, and February 13th and 27th. The winter markets are held from 9-11 am in Town Center Park.

2. Join us for the 7th annual **Suwanee Half Marathon and Old Town 5k** on Sunday, February 7th. The races will be presented by Performance Race Services, along
3. with the City of Suwanee, and benefit the Suwanee Public Arts program. Registration is available at suwaneehalf.com.
4. Join us in Sims Lake Park on Saturday, February 22 to plant trees in honor of **Arbor Day!** Those interested in volunteering can contact City of Suwanee Environmental Services Manager Bill Stinehart at 770 904-3381.
5. The Rotary Club of Buford/North Gwinnett is hosting the **10th Annual Suwanee Sweetheart Sprint 5k and Fun Run** on Saturday, February 13th. This event is chip timed. To encourage social distancing runners can start any time between 9:30 am and 10 am. The race is a Peachtree Road Race qualifier and boasts all sorts of fun including, reward medals and a Valentines theme costume contest This is a pet-friendly event, so bring along your furry friends too! Registration is available at active.com.

E. Pledge of Allegiance

F. Approval of Agenda

Motion by Councilmember Hall to adopt the Agenda as presented, second by Councilmember Charpentier and so carried 6-0.

G. Approval of Minutes

1. **December 3, 2020 Council Workshop**
2. **December 15, 2020 Council Meeting**

Motion by Councilmember Hilscher to approve the Minutes as presented, second by Mayor Pro Tempore Miller and so carried 6-0.

H. Presentation: FY 20 Financial Audit

The audit for FY 20 is complete. Josh Carroll from Mauldin and Jenkins presented the results.

I. Special Recognition

1. **Elvira Rogers**
2. **Mike Jones**

J. Audience Participation - None

NEW BUSINESS

K. Council Re-Appointments

There are 2 vacancies on the Zoning Board of Appeals and terms will expire at the end of January for several other City boards and appointed positions.

Motion to approve board reappointments and appoint Jamie Thigpen and Donald Lee to Zoning Board of Appeals by Councilmember Hall, second by Mayor Pro Tempore Miller and so carried 6-0.

L. Consider Alcohol Beverage License Amendment Request for Ms. Jin H. Kim with TOP CRAWFISH

Motion to approve by Councilmember Charpentier, second by Councilmember Pettiford and so carried 6-0.

M. Consider Alcohol Beverage License Amendment Request for Mr. Woo Young with BBQ Olive Chicken

Motion to approve by Councilmember Hilscher, second by Councilmember Hall and so carried 6-0.

N. Consider Alcohol Beverage License Amendment Request for Mr. Donald James Morgan with Main Event

Motion to approve by Mayor Pro Tempore Miller, second by Councilmember Charpentier and so carried 6-0.

O. 2021 Election Fees

The City must adopt an ordinance to call the November 2, 2021 municipal election and to establish the qualifying fees to fill the expired terms of Council posts 3, 4 and 5.

Motion by Councilmember Pettiford to adopt the 2021 election fees, second by Mayor Pro Tempore Miller and so carried 6-0.

P. Arbor Day Proclamation

The City will celebrate Arbor Day on February 20, 2021.

Motion to approve by Councilmember Hilscher, second by Councilmember Hall and so carried 6-0.

Q. Position Classification Resolution

The attached resolution implements certain staffing adjustments reflecting reorganization of certain departments and other purposes.

Motion to approve by Mayor Pro Tempore Miller, second by Councilmember Charpentier and so carried 6-0.

R. Consider Amendment to Agreement with NGAA

Consider an amendment to the existing agreement with the North Gwinnett Arts Association pertaining to services and compensation associated with the City of Suwanee Welcome Center.

Motion to approve by Councilmember Hall, second by Councilmember Pettiford and so carried 6-0.

S. 2nd Quarter Budget Adjustments, CARES Act Adjustments, Capital Transfers and Other Items

Consideration of proposed 2nd Quarter Budget Adjustments including budget adjustments associated with CARES Act revenues that account for federal funds received and expenditures, capital budget adjustments to provide the structure and accounting for the sale of Windsor Park building, DDA commercial property purchase and related commercial loan, Ruby Forest storm drainage project, and other items.

Motion to approve by Councilmember Charpentier, second by Mayor Pro Tempore Miller and so carried 6-0.

T. Executive Session: None

U. Adjournment

Motion to Adjourn by Mayor Pro Tempore Miller, second by Councilmember Pettiford and so carried 6-0.

Approved February 23, 2021