



CITY OF FLOWERY BRANCH
Special Called Voting Session
Meeting Minutes
January 23, 2008, 9:30 am



CALL TO ORDER:

Mayor Hirling called the meeting to order at 9:30 am

IN ATTENDANCE:

Mayor Diane Hirling and Council Members Allen Bryans, Pat Zalewski, Mary Jones, Craig Lutz and Chris Fetterman. Also in attendance were City Manager Bill Andrew, City Clerk Melissa McCain, City Planner James Riker, and City Attorneys Ron Bennett and Richard Carothers.

INVOCATION:

Reverend Scott Wilson from Zion Hill Baptist Church gave the Invocation.

NEW BUSINESS:

[Approval - December 18, 2007 Voting Session Meeting Minutes](#)

There was a motion made to approve the December 18, 2007 Voting Session Meeting Minutes as presented.

MOTION: Pat Zalewski
SECOND: Allen Bryans
AYES: Pat Zalewski, Mary Jones, Allen Bryans, Chris Fetterman and Craig Lutz
NAYES: None
Motion carried

[Approval - January 3, 2008 Organizational Meeting Minutes](#)

There was a motion made to approve the January 3, 2008 Organizational Meeting Minutes as presented.

MOTION: Craig Lutz
SECOND: Chris Fetterman
AYES: Craig Lutz, Chris Fetterman, Pat Zalewski, Mary Jones and Allen Bryans,
NAYES: None
Motion carried

Discussion - Meeting Style, Agenda Requests, Procedures

City Manager Andrew and City Attorney Bennett reviewed the proposed meeting procedures and expressed the need for two (2) voting sessions per month.

After discussion the meeting procedure was proposed as follows:

**FLOWERY BRANCH CITY COUNCIL WORK SESSION
ORDER OF BUSINESS**

1. Call to Order
2. Invocation/Pledge
3. Public Comments
4. Presentation of Minutes from Previous Meeting
5. Reports of Special Committees
6. Special Orders
7. Unfinished Business/General Orders
8. New Business
9. Reports
 - A. City Manager
 - B. City Planner
 - C. City Clerk
 - D. City Attorney
 - E. Any Standing Committee
 - F. Council Reports
10. Adjourn Work Session

Voting Session

Immediately Following Work Session

1. Call Voting Session to Order
2. Adoption of Consent Agenda
3. Consent Agenda Vote
4. Special Orders
5. Unfinished Business/General Orders
6. Executive Session
7. Adjourn Voting Session

It was noted that this procedure may be changed by the Council as needed.

There was a motion made to approve the Council Meeting procedures as listed above.

MOTION: Craig Lutz

SECOND: Chris Fetterman

AYES: Pat Zalewski, Mary Jones, Allen Bryans, Chris Fetterman and Craig Lutz

NAYES: None

Motion carried

City Manager Andrew and Attorney Bennett reviewed the Agenda Request Form.



FLOWERY BRANCH CITY COUNCIL AGENDA REQUEST



All items requiring action by the City Council must be presented first at a work session. The following information should be provided for each item.

No item will be considered for a work session until the Department Head has received authorization on the item by the City Manager.

Department:

Submitted By: _____

Date Submitted: _____

Item of Business: _____

Attach an Executive Summary fully describing all elements of the item of business.

THE ITEM IS FOR:

Work Session presentation only **OR** **City Council Action Needed.**
(no action needed)

Is there a deadline on this item? If so, Explain: _____

Purpose of Request: _____

Department Recommendation: _____

If the action involves a Resolution, Ordinance, Contract, Agreement, etc. has it been reviewed by the City Attorney?

Yes Explain: _____
 No

If funding is involved, are funds approved within the current budget? **If Yes, Finance Authorization is Required Below.**

Yes Explain: _____
 No

Amount: _____

Source of Funds: _____

Administration Staff Authorization

Must be submitted and approved by Thursday Noon to be placed on the following weeks agenda.

Finance Dept. Authorization: _____ Budgeted Amount: _____

Authorized for Work Session: _____ Work Session Date: _____

Comments: _____

After some review and discussions the above agenda request was proposed.

There was a motion made to approve the above agenda request form as proposed above.

MOTION: Craig Lutz
SECOND: Chris Fetterman
AYES: Pat Zalewski, Mary Jones, Allen Bryans, Chris Fetterman and Craig Lutz
NAYES: None
Motion carried

[Resolution 08-001- State Cable and Video Services Franchise](#)

Attorney Bennett reviewed the procedures for franchise agreements and specifically the AT&T state franchise application.

Councilman Lutz advised that he would abstain from any of the discussions as well as the vote as he is employed by AT&T.

Councilman Fetterman requested the following verbatim statement for the record:

I got a couple things real quick, House Bill 938, I don't know if anybody knows is being put out to say franchise fees to possibly mean franchise tax. I don't know if you guys have heard that going through the State House and I have to go with that assumption. I don't believe the word tax, or the word fee, is what it is, I call it a tax and I think we are already charging a 3% fee on our AT&T phone lines now and I just don't feel that personally is a good thing to do so I am going to a... I just don't think we should do it but I am going to let you guys do the reading anyways because I know what's going to happen is going to happen so I will end my discussion

Attorney Bennett read Resolution 08-001.

There was a motion made to approve resolution 08-001 as presented.

MOTION: Allen Bryans
SECOND: Pat Zalewski
AYES: Pat Zalewski, Mary Jones and Allen Bryans
NAYES: Chris Fetterman
ABSTAIN: Craig Lutz
Motion carried

[Discussion - Town Hall Meeting Dates and Times](#)

City Manager Andrew inquired if the Council wanted to schedule a couple Town Hall Meetings and what format the Council desired.

After some discussion there was a consensus to postpone discussions regarding Town Hall Meetings until the Council retreat.

[Approval - 2008 Local Assistance Grant Request](#)

City Manger Andrew reviewed the application for a local assistance grant that could be used to help pay for capitol improvements such as hydrants and water lines and valves in the downtown area.

There was a motion made to approve the Local Assistance Grant application and submit it Representative James Mills.

MOTION: Craig Lutz
SECOND: Allen Bryans
AYES: Pat Zalewski, Mary Jones, Allen Bryans, Chris Fetterman and Craig Lutz
NAYES: None
Motion carried

[Discussion - Council Retreat](#)

City Manager Andrew advised that he has spoken to Janice Saylor about facilitating the retreat and she has agreed. Ms. Sellers is retired from the Carl Vinson Institute of Government and experienced with Government retreats.

After some discussion there was a consensus to hold the Council retreat March 28th and March 29th.

Mayor Hirling, Councilman Fetterman and Clerk McCain will review and propose a location and the accommodations to the Council at a future meeting.

[Flowery Branch Spring Festival – April 19, 2008](#)

Clerk McCain advised that Boy Scout Troop 228 and the Masonic Lodge are requesting to host the Flowery Branch Spring Festival on April 19, 2008.

There was a consensus of the City Council to approve April 19, 2008 as the date for the Festival.

[Discussion – Council Training - Land Use Issues](#)

Planner Riker requested that the Council attend a training 3-4 hour training session with City Consultant Jerry Weitz regarding land use issues.

Planner Riker advised that since the Council is also the Planning Commission the training would be beneficial in understanding the processes involved with land use issues.

There was consensus to hold a land use training session with Consultant Jerry Weitz on February 6th, 2008 following the scheduled City Council Meeting.

[Discussion - Depot Repairs, Repainting Estimates](#)

City Manager Andrew reviewed three (3) bids that were received regarding painting and repairs to the depot.

Discussions ensued regarding the bids and the funds available for the project.

It was noted that the color choice for the outside painting of the depot would be brought before the Historic Preservation Committee for approval.

There was a motion made to approve the bid submitted by Hulsey Home Improvements in the amount of \$12,750.00

MOTION: Chris Fetterman
SECOND: Mary Jones
AYES: Pat Zalewski, Mary Jones, Allen Bryans, Chris Fetterman and Craig Lutz
NAYES: None
Motion carried

PLANNER REPORT:

[Review/Update of TE Streetscape](#)

Planner Riker reviewed the progress of the Streetscape and advised that the State had denied the City's request to allow for the planting of trees for the Streetscape under the TE Grant with the use of reuse water.

It is estimated that the project will be complete by mid February to mid March depending on the weather.

ADJOURNMENT INTO EXECUTIVE SESSION:

There was a motion made to adjourn INTO Executive Session at 10:47 a.m.

MOTION: Craig Lutz
SECOND: Pat Zalewski
AYES: Pat Zalewski, Mary Jones, Craig Lutz, Allen Bryans and Chris Fetterman.
NAYES: None
Motion carried

RECONVENE OPEN SESSION:

There was a motion to exit Executive session and reconvene open session at 12:17 p.m.

MOTION: Pat Zalewski
SECOND: Allen Bryans
AYES: Pat Zalewski, Mary Jones, Craig Lutz, Allen Bryans and Chris Fetterman.
NAYES: None
Motion carried

ADJOURNMENT:

There was a motion to adjourn the meeting at 12:18 p.m.

MOTION: Mary Jones

SECOND: Allen Bryans

AYES: Pat Zalewski, Mary Jones, Craig Lutz, Allen Bryans and Chris Fetterman.

NAYES: None

Motion carried