



**City of Lilburn  
City Council Meeting Minutes**

**DRAFT**

**January 14, 2019 at 7:30 p.m.  
Lilburn City Hall, 340 Main St., Lilburn, GA 30047**

*Council Members:*

*Johnny Crist, Mayor*

*Lindsay Voigt, Post 1*

*Scott Batterton, Post 2*

*Eddie Price, Post 3*

*Tim Dunn, Post 4*

*A work session was held prior to the regular scheduled meeting, at 6:30 p.m., to allow the elected officials to discuss this evening's agenda items. No other items were discussed and no actions were taken.*

1/14/2019 - Minutes

**I. Executive Session (If Necessary)**

None.

**II. Call To Order**

The meeting was called to order by Mayor Crist at 7:33 p.m.

**III. Roll Call**

Present:

- Mayor Johnny Crist
- Council member Scott Batterton
- Council member Eddie Price
- Council member Tim Dunn

**IV. Pledge To The Flag**

Led by Cub Scout troop 549 from Mountain Park United Methodist Church.

**V. Approval Of Agenda**

A motion to approve the January 14, 2019 City Council agenda was made by Council member Price, seconded by Council member Dunn.

**Motion passed with a 3-0 vote.**

**VI. Announcements**

None.

**VII. Ceremonial Matter**

None.

### VIII. Public Comment

None.

### IX. Approval Of Minutes

1. City Council Draft Meeting Minutes From December 10, 2018

A motion to approve the December 10, 2018 City Council draft meeting minutes was made by Council member Price, seconded by Council member Batterton.

**Motion passed with a 3-0 vote.**

### X. Public Hearing

None.

### XI. Agenda

1. Acceptance Of Councilmember Burchik Resignation And Consideration Of Vacancy Appointment.

Acceptance of Council member Brian Burchik's resignation effective January 1, 2019. Mr. Burchik accepted the position of Main Street Manager for the Lilburn Downtown Development Authority.

Brian Burchik recommended Lindsay Voigt to serve as Council member Post 1 for the remainder of the term, which ends on December 31, 2019.

A motion to accept Council member Brian Burchik's resignation effective January 1, 2019, was made by Council member Dunn, seconded by Council member Batterton.

**Motion passed with a 3-0 vote.**

A motion to appoint Lindsay Voigt to fill the remainder of Council member Post 1's term was made by Council member Batterton, seconded by Council member Dunn.

**Motion passed with a 3-0 vote.**

City Attorney, Richard Carothers, swore in Lindsay Voigt as Council member Post 1.

2. City Of Lilburn 2019 Mayor And Council Appointments

Each calendar year it is necessary for the Mayor and City Council to appoint the Mayor Pro-Tem, City Attorney, Legal Organ, Building Official, City Planner, Council Responsibilities, Municipal Judges and Solicitor(s), and members to all Commissions and Boards.

Mayor Recommendations:

- Mayor Pro Tem - Tim Dunn
- Parliamentary Procedures - Robert's Rules of Order
- City Attorney & Parliamentarian - Richard A. Carothers
- Legal Organ - Gwinnett Daily Post
- Building Official - Doug Stacks
- City Planner - Joellen Wilson
- City Clerk - Melissa L. Penate

Council Responsibilities: All council members will share equally in all areas of responsibility.

Municipal Court:

- Municipal Judge – Charles Barrett
- Associate Judge(s) – Carla Brown and Claude Mason

- Pro Hac (Standby) Judge(s) – Kenneth Wickham and Jennifer Mann
- Solicitor – Erica Dove
- Assistant Solicitor – Robert Giannini

Employee Representative to the Merit Board - Carmen Stewart

Board and Commission Appointments 2019 (read out loud by each Council Member):

Mayor Johnny Crist -

- Merit Board - June Moloney, Executive Secretary
- Planning Commission - Aaron J. Passman
- Zoning Board of Appeals - Yoon-Mi Hampton
- Board of Adjustments - Jennifer Cardinell

Council member Lindsay Voigt -

- Merit Board - Mark Raymond
- Planning Commission - Emil Powella
- Zoning Board of Appeals - Jon Stallsmith
- Board of Adjustments - Kent Suter

Council member Scott Batterton -

- Merit Board - Jack Bolton
- Planning Commission - Joe Gennusa
- Zoning Board of Appeals - Philip Holland
- Board of Adjustments - John Calhoun

Council member Eddie Price -

- Merit Board - Joette Segars
- Planning Commission - Hugh Wilkerson
- Zoning Board of Appeals - Tony Williams
- Board of Adjustments - Mike Hart

Council member Tim Dunn -

- Merit Board - James R. Morton
- Planning Commission - Michelle West
- Zoning Board of Appeals - Carl Biemiller
- Board of Adjustments - Michael Taylor

A motion to approve the various appointments as presented was made by Council member Price, seconded by Council member Voigt.

**Motion passed with a 4-0 vote.**

### 3. 2019 City Of Lilburn General Election Schedule

As this year is an election year for Mayor and two of our council seats, we are required by state law to advertise these post positions, the qualifying fees and election schedule by February 1.

Mayor – Johnny D. Crist  
 Post 1 – Vacant  
 Post 2 – S. Scott Batterton

The City will also be voting on the “Brunch Bill” referendum. Voters will determine a Referendum authorizing the City to permit and regulate Sunday sales of distilled spirits or alcoholic beverages by the drink from 11:00 A.M. to 12:30 P.M.

\*\*The public notice ran in the legal organ, Gwinnett Daily Post, on January 11, 2019.

A motion to approve Resolution #2019-01 providing for the 2019 City of Lilburn General Election Schedule and Qualifying fees, with the addition of the "Brunch Bill" to be added to the election, was made by Council member Price, seconded by Council member Dunn.

**Motion passed with a 4-0 vote.**

4. Lilburn Community Garden Lease - Renewal

Lilburn Community Garden Lease to renew in 2019 (last renewed in 2016). Staff has no recommended additions/deletions to the proposed lease.

A motion to table the 2019 lease between the City of Lilburn and the Lilburn Community Garden for the following month to allow for further discussion, was made by Council member Batterton, seconded by Council member Price.

**Motion passed with a 4-0 vote.**

5. Award Of Contract – City Park Restrooms

The City contracted with BM&K to provide design-build services as a cost-cutting measure regarding the construction of new and expanded restrooms at Lilburn City Park. The City (and BM&K) bid the project as 17 different trade items in an effort to reduce the cost(s) of construction. Based on the various bids received, staff recommends award of contract in an amount not to exceed \$777,188.95.

The new construction will feature a total of: Men – (5) toilets; (8) urinals and (5) sinks. Women – (16) Toilets and (5) sinks. Each restroom has a separate ADA compliant restroom as well as a family restroom.

\*Staff recommends funding as follows: 50% SPLOST/Recreation, 50% Capital Projects Fund.

A motion to approve the bid(s) to BM&K, and sub-contractors as specified, in an amount not to exceed \$777,189.00 and authorize the City Manager to execute all contracts on behalf of the City of Lilburn, in addition amend the FY 2018/2019 budget \$388,594 into the Capital Project, was made by Council member Dunn, seconded by Council member Voigt.

**Motion passed with a 4-0 vote.**

**XII. Adjournment**

There being no further business, Council member Voigt made a motion to adjourn at 7:55 p.m., seconded by Council member Price.

**Motion passed with a 4-0 vote.**

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Johnny D. Crist, Mayor

ATTEST:

\_\_\_\_\_  
Melissa L. Penate, City Clerk  
(Seal)

