

**CITY OF PINE LAKE
MINUTES
COUNCIL WORK SESSION
JULY 26, 2011
7:30 PM**

PRESENT:

Mayor Greg Zarus
Mayor Pro-Tem Kathie deNobriga
Council Member Brian Carr
Council Member Cindy Diamond
Council Member Melanie Hammet
Council Member Bitsy Pitts

City Clerk Valerie Caldwell
Public Works Director Phil Howland

ABSENT:

Chief Y'Hudah-Green

CALL TO ORDER

Mayor Zarus called the meeting to order at 7:30 pm.

PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Mayor Zarus.

ANNOUNCEMENTS

Tuesday	08/02/11	ARB	7:00 PM	Beach House
Friday	08/05/11	Lounge	8:00 PM	Beach House
Saturday	08/06/11	PLAIN B'Fast	8:30 AM	Beach House
Saturday	08/06/11	Town Hall Mtg.	11:00 AM	Beach House
Tuesday	08/08/11	Council Meeting	7:30 PM	Court House

COMMUNICATIONS

Mayor Pro-Tem deNobriga stated that she had recently followed up on a citizen complaint regarding utilization of the McAllister bequest as a short-term bridge loan. She informed Council she had been in communication with the Executrix of the estate and had been informed that there was no issue as long as the funds were utilized for their intended purpose as soon as possible. She also verified that the question relative the tax status had been resolved and reported there was documentation in the files.

Mayor Zarus reported that he had consulted the city attorney regarding conformance within a zoning district. He stated that one of the local businesses was currently operating as a grandfathered use, but wished to provide an additional service as an ancillary use to his primary service.

PUBLIC COMMENTS

There were no public comments at this time.

MINUTES

June 28, 2011 meeting – Unanimously approved upon motion by Council Member Hammet and second by Council Member Diamond.

July 7, 2011 meeting – Approved 4-0-1 upon motion by Council Member Pitts and second by Council Member Diamond. [Mayor Pro-Tem deNobriga abstained as she was not in attendance at that meeting.]

July 11, 2001 meeting – Unanimously approved upon motion by Council Member Hammet, and second by Council Member Pitts.

AMENDMENTS TO AGENDA

Upon motion by Mayor Pro-Tem deNobriga, second by Council Member Hammet, and unanimously approval, the agenda was amended as follows:

- Council Member Hammet's request to move Committee Appointments up on the agenda immediately after Committee Reports;
- Mayor Zarus' request for discussion of Management Discussion and Analysis Letter for the 2011 Audit;
- Mr. Howland's request for consideration of a change order to dredge the swimming area; and
- Mayor Zarus' request to discuss a change in office hours.

PUBLIC COMMENTS

There were no public comments at this time. Mayor Zarus apologized for having missed the previous Council meeting.

COMMITTEE REPORTS

Mayor Zarus presented a brief report on the Ann McAllister Environmental Committee. He reported the Committee had met twice and presented a written report from their second meeting. He reported that Suzanne Zarus was acting as President and Ella Johannaber as Vice-President with Candy Howland being designated as Secretary. He also stated the Committee would be drafting by-laws. A lengthy discussion ensued and a number of concerns were raised by Council members. These concerns included the posting of the meetings, designation of officers, compliance with open meetings/open records laws, compliance with the purchasing ordinance, and establishment of a budget. Mayor Zarus requested the concerns be reduced to writing so that they could be communicated to the committee and appropriately addressed.

Arts Committee – Mayor Pro-Tem deNobriga reported monthly Lakefest planning meetings. She reported the committee was a little unsettled due to the lake project. She then discussed local musician Willie Hill performing at the Labor Day concert. It was reported that he would possibly play from 5:00 PM – 7:00 PM at no charge.

NEW BUSINESS

Communications Committee – Council member Hammet introduced Glenda Cowart announcing she had volunteered to serve on the newly formed Communications Committee. Ms. Cowart stated she had moved to Pine Lake in February of this year, and had heard criticism of how information was currently delivered. She suggested an ad-hoc committee to determine how citizens currently receive information and make suggestions to Council as to how the delivery methods could improve. Mayor Pro-Tem deNobriga suggested tapping into Council member Carr's state-wide communication expertise. Council member Carr suggested taking information off-line for individuals who do not utilize computers. He also suggested the possibility of a survey to solicit citizen input on the issue.

Finance Committee - Council member Hammet announced two citizens had volunteered to serve on the Finance Committee; Erika Brown and Bill Cotter. Mayor Pro-Tem deNobriga stated she had sent out a description of the committee and its mission. She also volunteered to manage the committee. Council member Diamond reported that she, Council member Hammet and the Clerk had several meetings regarding the budget and finances of the city and reported that most of the expenses for the city were already set. A brief discussion ensued regarding requesting the committee assist in identifying revenue sources to be pursued, and possibly some long range financial planning.

Town Hall Agenda - Mayor Pro-Tem deNobriga stated she had requested to leave the agenda open for questions, but now understood the Mayor wished to add the Redevelopment Plan for the Commercial District. She stated she still felt that an open

forum was needed. Council member Hammet opined Council plays too big of a role in these meetings to the point it becomes a Council meeting. Council member Carr agreed to assist in facilitating the meeting. The Police Chief and Public Works Director were requested to attend and it was agreed the Police issues would be addressed first.

COUNCIL COMMENT

There was a brief discussion of the status of placing the city's budget on the website.

Mayor Zarus briefly discussed the Management Discussion and Analysis section of the audit.

Yard Debris Pick Up - This item was postponed at the request of Mr. Howland.

Dredging on Swimming Area – Mr. Howland announced receipt of bid for the dredging of the swimming area in the reduced amount of \$33,707.30. He reported he had received verbal approval by EPD that this could be considered part of the originally approved project. He stated that he would like to formally present this at the upcoming meeting after he had an opportunity to get a better handle on the project costs. Mayor Pro-Tem deNobriga requested that written approval be obtained. Mr. Howland reported that should not be a problem as the inspector is on-site two to three days per week. Council member Hammet asked if EPD was the only supervising agency for this project. Mr. Howland replied that EPD clears for GEFA. This item will be on the August 8, 2011 agenda.

Office Hours - Mayor Zarus recommended that administration office hours be set as follows: 8:30 – 11:30 am and 1:30 – 4:30 pm on Monday, Tuesday, Thursday and Friday, and the office closed on Wednesday. Other times would be available by appointment. Work hours are to remain the same and the above applies to office hours only. The purpose of this change is to set a specific time for the office to be open, with a time set aside for meeting and errands.

PUBLIC COMMENT

Faye Ridling stated that City Hall needed to be open. She also stated that some people thought Council was too controlling. Lastly she requested monthly budget reports.

Margie Fishman volunteered to serve on the Finance Committee.

COUNCIL COMMENTS

None

ADJOURNMENT

Motion to adjourn by Council member Pitts, second by Council member Diamond and was unanimously approved. 9:30 pm.

Valerie Caldwell, City Clerk