



CITY OF RICHMOND HILL
WORKSHOP OF THE MAYOR AND COUNCIL
Tuesday, April 18, 2023 at 6:00 P.M.
City Hall Council Chambers at 40 Richard Davis Drive
Richmond Hill, Georgia 31324

Present from City Council: Russ Carpenter, Mayor; Councilmembers: Kristi Cox, Robbie Ward, Les Fussell, and Steve Scholar

Staff Present: Chris Lovell, City Manager; Nathan Clark, Assistant City Manager; Dawnne Greene, City Clerk; Derrick Cowart, Finance Director; Randy Dykes, Planning Director; and Donna Wood, Human Resource Director

Mayor Carpenter called the meeting to order at 6:01 P.M. Councilmember Cox gave the invocation. The Pledge of Allegiance was led by Councilmember Scholar.

FINANCE

Finance Director Cowart provided a brief overview of the following items:

- SPLOST budget amendment for the Community House architect – no questions / concerns
- Purchase of (2) 2023 GMC Sierra 2500HD Crew Cab Service Body trucks from Daniels Chevrolet in the amount of \$127,970 – no questions / concerns

PLANNING AND ZONING

Planning and Zoning Director Dykes provided a brief overview of the following upcoming Board of Zoning Appeals / Variance Items:

- A petition has been filed with the City of Richmond Hill by **Everette Love with Fendig Signs** requesting a variance to Article 16, Section 16.10 of the Unified Development Ordinance, for the property located at 300 Longwood Drive, map & parcel 046-004. The property is zoned I-1, Industrial District.
- A petition has been filed with the City of Richmond Hill by **Brandon & Crystal Kniest** requesting a variance to Article 12, Section 12.5.A Fences and Walls, of the Unified Development Ordinance, for the property located at 15 Valley Oak Dr, map & parcel 0464-180. The property is zoned PUD, Planned Unit Development.
- A petition has been filed with the City of Richmond Hill by **Chasta Pilon** requesting a variance to Article 12, Section 12.5.A Fences and Walls, of the Unified Development Ordinance, for the property located at 10 Valley Oak Dr, map & parcel 0464-189. The property is zoned PUD, Planned Unit Development.

Planning and Zoning Director Dykes also provided an overview of the following item that will come before council at an upcoming meeting:

- Approval/disapproval of the preliminary plat submitted by **Seacoast Construction for**

Turtle Hill Villas Phase 3 to be located on Vining Way, map & parcel 054E-104.

CITY MANAGER

City Manager Chris Lovell provided an update on the Community House project. At this time, the architect has been instructed to design the project in a scope that meets our ordinance the whole way. Then, pricing will be determined for that plan and council will be presented with this design. At that time, if needed, a discussion regarding historic preservation and the economics of this project will determine next steps.

There being no further business, the meeting adjourned at 6:16 P.M. in a motion by Councilmember Scholar. Motion was seconded by Councilmember Cox. Motion carried in the affirmative by all.

Attest:



Russ Carpenter
Mayor



Dawnne Greene
City Clerk



**CITY OF RICHMOND HILL
SPECIAL CALLED MEETING OF THE MAYOR AND COUNCIL**

Tuesday, April 18, 2023 at 6:00 P.M.

City Hall Council Chambers at 40 Richard Davis Drive
Richmond Hill, Georgia 31324

Present from City Council: Russ Carpenter, Mayor; Councilmembers: Kristi Cox, Robbie Ward, Les Fussell, and Steve Scholar

Staff Present: Chris Lovell, City Manager; Nathan Clark, Assistant City Manager; Dawnne Greene, City Clerk; Derrick Cowart, Finance Director; Randy Dykes, Planning Director; and Donna Wood, Human Resource Director

Mayor Carpenter opened the special called meeting at 6:17 P.M.

APPROVAL OF THE AGENDA

Councilmember Fussell made a motion to approve the agenda. The motion was seconded by Councilmember Cox. Motion carried in the affirmative by all.

PERSONNEL APPEAL HEARING

Robert Jordan did not appear at his requested personnel appeal hearing. Mayor Carpenter outlined the following reasons that Mr. Jordan was terminated as an employee of the City of Richmond Hill:

“Council, as you have been told, Mr. Jordan was an employee of Planning and Zoning, and at the end of his probationary period, it was decided upon by Randy Dykes, our director, that he would be dismissed for the following reasons:

- *Numerous complaints of arrogant and condescending behavior towards co-workers and external customers, failure to demonstrate flexibility and a coachable attitude in terms of adapting to processing and procedures.*
- *Lack of leadership, including telling coworkers that he was, quote, hired to clean up things around here, end quote. Lack of leadership, sharing confidential personnel and personal performance matters with subordinate staff members.*
- *Lack of leadership, including telling coworkers that he was going to end current processes because he felt them to be burdensome.*
- *Failure to demonstrate respect and a positive team attitude, which is necessary as a leader in the department, failure to demonstrate an ability to lead, mentor and coach employees in the inspections department.*
- *And based on feedback from his prior working relationships, the pattern of behavior has been ongoing for some time.*

- *Due to that, Planning and Zoning is not confident that any additional coaching would make any positive improvement sufficient to maintain employment with the department.*
- *Also, a condescending attitude towards others, especially toward women co-workers.”*

Councilmember Scholar made a motion to confirm Mayor Carpenter’s decision to terminate the employment of Robert Jordan. The motion was seconded by Councilmember Fussell. Councilmember Ward abstained. Motion carried by Councilmembers Scholar, Fussell, and Cox.

CONSENT AGENDA

1. Approve equipping police vehicles in the amount of \$34,605. Funding is available in the SPLOST fund.
2. Approve SPLOST budget amendment for the Community House architect
3. Approval of agreement with Lynch Associates Architects, PC to provide architectural services on the Community House project
4. Approve the purchase of (2) 2023 GMC Sierra 2500HD Crew Cab Service Body trucks from Daniels Chevrolet in the amount of \$127,970. These vehicles are in the approved capital budget for Water and Sewer.
5. Approve Employee Handbook Proposed Holiday Change to add Juneteenth as additional holiday
6. Approval of Caitlin Hawkins for an alcohol license to sell beer, wine, and liquor for on-premises consumption only at Richmond Hill City Center located at 520 Cedar Street

Councilmember Fussell made a motion to approve the Consent Agenda. The motion was seconded by Councilmember Ward. Motion carried in the affirmative by all.

FINANCE

1. First Reading to amend the City of Richmond Hill Revenue Ordinance A petition has been filed by the City of Richmond Hill to amend Article L – Utility Service Fees, Section 6 – Refuse Collection and Disposal Fees, and to repeal conflicting ordinances; to provide an effective date; and for other purposes. The amendment is to increase the solid waste fee from \$18 to \$20 for each residential cart and from \$22 to \$24 for each commercial cart.

PLANNING AND ZONING

1. Approval/disapproval of the preliminary plat submitted by Pulte Home Company, LLC for Heartwood Del Webb to be located on Belfast Keller Road, a portion of map & parcel 049-004.

Councilmember Scholar made a motion to approve the preliminary plat submitted by Pulte Home Company, LLC for Heartwood Del Webb to be located on Belfast Keller Road, a portion of map & parcel 049-004. The motion was seconded by Councilmember Fussell. Motion carried in the affirmative by all.

2. Approval/disapproval of the preliminary plat submitted by Christian Sottile for the Silk Hope Area Subdivision Recombination located in The Ford Field & River Club.

Councilmember Cox made a motion to approve the preliminary plat submitted by Christian Sottile for the Silk Hope Area Subdivision Recombination located in The Ford Field & River Club. The motion was seconded by Councilmember Scholar. Councilmember Ward recused himself. Motion carried in the affirmative by Councilmembers Scholar, Fussell, and Cox.

COMMUNICATIONS

Councilmember Scholar recently judged a contest at the Richmond Hill Middle School. He would like to invite the students to the next council meeting to present.

Mayor Carpenter reminded everyone of the upcoming Richmond Hill Fire Department Spring Fling event, scheduled for Saturday, April 29, 2023 at J.F. Gregory Park.

PUBLIC COMMENT

No public comments were made.

There being no further business, the Council adjourned at 6:25 PM in a motion by Councilmember Cox. The motion was seconded by Councilmember Scholar. Motion carried in the affirmative by all. Motion to Adjourn

Attest:



Russ Carpenter
Mayor



Dawnne Greene
City Clerk