



**City of Jasper**  
 200 Burnt Mountain Road  
 Jasper, GA 30143  
 MINUTES | REGULAR COUNCIL MEETING  
 Monday, December 4, 2023, 6:00 PM

**MEMBERS PRESENT**

Mayor Steve Lawrence  
 Mayor Pro Tem Kirk Raffield  
 Councilmember Jim Looney  
 Councilmember John Foust  
 Councilmember Anne Sneve  
 Councilmember Folsom C. Proctor

**STAFF**

Sonia Jammes  
 Kim Goldener  
 Lindsey Williams  
 Stacy Johnson  
 Mary Burgess  
 Matt Dawkins

**GUESTS IN ATTENDANCE**

See Attached

**MEMBERS ABSENT**

**LEGAL COUNSEL**

David Syfan

**PRESS**

Mari Livsey – KnowPickens  
 Angela Reinhardt – Pickens Progress

<b>AGENDA ITEM:</b> Call Meeting to Order/Invocation/Pledge of Allegiance	<b>PRESENTER:</b> Mayor Lawrence
<p>Mayor Lawrence, recognizing a quorum present called the meeting to order at 6:00 PM.          Reverend Max Caylor provided the Invocation.          Mayor Pro Tem Raffield led the Pledge of Allegiance.</p>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>
None	N/A
	<b>DEADLINE</b>
	N/A

<b>AGENDA ITEM:</b> Adopt Agenda	<b>PRESENTER:</b> Mayor Lawrence
<p><b>Mover:</b> Councilmember Looney  <b>Second:</b> Councilmember Foust  <b>Ayes:</b> Councilmember Sneve, Councilmember Foust, Councilmember Proctor, Mayor Pro Tem Raffield, and Councilmember Looney</p> <p><b>Result:</b> Approved as presented with the amendment of item #3 public hearing being removed at the applicant's request.  <b>Mover:</b> Mayor Pro Tem Raffield  <b>Second:</b> Councilmember Looney  <b>Ayes:</b> Councilmember Sneve, Councilmember Foust, Councilmember Proctor, Mayor Pro Tem Raffield, and Councilmember Looney</p>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>
Approved with amendment	N/A
	<b>DEADLINE</b>
	N/A

<b>CONSENT AGENDA ITEMS:</b>	<b>PRESENTER:</b> Mayor Lawrence
<p>Minutes Regular Council Meeting November 6,2023          Financial Report          Development Report          Fire Report          Police Report</p> <p><b>Conclusion:</b>  <b>Mayor Pro Tem Raffield made a motion to approve. Councilmember Looney provided second. The motion to approve passed unanimously.</b></p>	

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

<b>Public Hearing:</b> #1- Consideration and approval for the proposed 2024 Budget	<b>PRESENTER:</b> Sonia Jammes- City Manager
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<b>Public Hearing:</b> #2- Consideration and approval for a variance from the City of Jasper Zoning Ordinance Sec. 94-157 - Dumpsters; (d), to locate a dumpster in the front of the Parcel 041 016, outparcel 2, located 52 James Drive in the C-2 General Commercial District	<b>PRESENTER:</b> Mary Elizabeth Burgess- Planning & Development Director
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**End of Public Hearing at 6:11 P.M.**

<b>Unfinished Business:</b> #1 Consideration & Approval of Ordinance 2023.21 to rezone Parcel 030D 087 located at 654 Philadelphia Road consisting of 4.46 acres to be rezoned to C-2 General Commercial from R-A Residential Agriculture  <b>Conclusion:</b> <b>Mayor Pro Tem Raffield made a motion to approve. Councilmember Proctor provided second. The motion to approve passed unanimously.</b>	<b>PRESENTER:</b> Mary Elizabeth Burgess- Planning & Development Director						
<table border="1"> <thead> <tr> <th data-bbox="81 1384 990 1438">ACTION ITEMS</th> <th data-bbox="990 1384 1331 1438">PERSON RESPONSIBLE</th> <th data-bbox="1331 1384 1534 1438">DEADLINE</th> </tr> </thead> <tbody> <tr> <td data-bbox="81 1438 990 1510">Approved</td> <td data-bbox="990 1438 1331 1510">N/A</td> <td data-bbox="1331 1438 1534 1510">N/A</td> </tr> </tbody> </table>	ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	Approved	N/A	N/A	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE					
Approved	N/A	N/A					

<b>Unfinished Business:</b> #2- Consideration & Approval of Ordinance 2023.22 for Parcel 028 051 which is a land locked parcel located in the vicinity of Cove Road and Grandview Road consisting of a total of 34.25 acres to de-annex from the City of Jasper and annex into Pickens County.  <b>Conclusion:</b> <b>Mayor Pro Tem Raffield made a motion to deny. Councilmember Foust provided second. The motion to deny passed unanimously.</b>	<b>PRESENTER:</b> Mary Elizabeth Burgess- Planning & Development Director						
<table border="1"> <thead> <tr> <th data-bbox="81 1895 990 1948">ACTION ITEMS</th> <th data-bbox="990 1895 1331 1948">PERSON RESPONSIBLE</th> <th data-bbox="1331 1895 1534 1948">DEADLINE</th> </tr> </thead> <tbody> <tr> <td data-bbox="81 1948 990 2016">Denied</td> <td data-bbox="990 1948 1331 2016">N/A</td> <td data-bbox="1331 1948 1534 2016">N/A</td> </tr> </tbody> </table>	ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	Denied	N/A	N/A	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE					
Denied	N/A	N/A					

<b>Unfinished Business:</b> #3- Consideration & Approval of Ordinance 2023.24 to rezone Parcel JA07 099 located at 45 East Church Street consisting of a total of 0.4 acres to be rezoned to C-2 General Commercial from CBD, Central Business District.  <b>Conclusion:</b> <b>Councilmember Sneve made a motion to approve with conditions as presented. Mayor Pro Tem Raffield provided second. The motion to approve passed unanimously.</b>	<b>PRESENTER:</b> Mary Elizabeth Burgess- Planning & Development Director						
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Approved	N/A	N/A
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<b>AGENDA ITEM:</b> New Business #1- Consideration & Approval of Rushton & Company 2023 Audit Engagement Letter and fees.	<b>PRESENTER:</b> Lindsey Williams- Finance Director	
Finance Director Lindsey Williams gave a presentation regarding the Rushton & Company 2023 Audit Fees totaling \$29,000.00. A good working relationship has been kept with Rushton & Company and approval of the engagement letter for the continued use of the services was presented to Council.		
<b>Conclusion:</b> The motion to approve passed unanimously.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Approved	N/A	N/A

<b>AGENDA ITEM:</b> New Business #2- Consideration & Approval of Alcohol License for Woodbridge General Store LLC	<b>PRESENTER:</b> Lindsey Williams- Finance Director	
Finance Director Lindsey Williams gave a presentation for consideration and approval of the application for Woodbridge General Store LLC to obtain an alcohol license. Owner, Janet Flint has made application for selling wine by the package at 19 N. Main St.		
<b>Conclusion:</b> Mayor Pro Tem Raffield made a motion to table. Councilmember Foust provided second. The motion to table passed unanimously.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Tabled	N/A	N/A

<b>AGENDA ITEM:</b> # 3- Consideration & Approval of Ordinance 2023.25 for a variance from the City of Jasper Zoning Ordinance Sec. 94-157 - Dumpsters; (d), to locate a dumpster in the front of the Parcel 041 016, outparcel 2, located 52 James Drive in the C-2 General Commercial District	<b>PRESENTER:</b> Mary Elizabeth Burgess- Planning & Development Director	
Planning & Development Director Mary Elizabeth Burgess gave a presentation regarding the consideration & approval to locate a dumpster on the front of parcel 041 016. The applicant has met the criteria listed in the city ordinance. Staff recommends approval with conditions. Civil Engineer and representative for Gateway Crossings LLC, Randall Stallings spoke to council and thanked them for their consideration and approval.		
<b>Conclusion:</b> Mayor Pro Tem Raffield made a motion to approve. Councilmember Proctor provided second. The motion to approve passed unanimously.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Approved	N/A	N/A

<b>AGENDA ITEM:</b> New Business #4- Consideration & Approval Zoning Amendment Request Form	<b>PRESENTER:</b> Sonia Jammes- City Manager	
City Manager Sonia Jammes gave a presentation for consideration and approval of the new Zoning Amendment Request form. Prior to this meeting, First Mountain Tasting Room had requested to modify the wine specialty shop ordinance or to apply for a variance on the ordinance. Staff was directed by City Council to go back to the Development Committee and work to develop a standardized form so that all requests that come before City Council can be presented in the same format.		
<b>Conclusion:</b> Mayor Pro Tem Raffield made a motion to approve. Councilmember Foust provided second. Councilmember Proctor wanted to amend the motion to include that all applicants must be found in compliance with our ordinances before submitting the change form to staff. He also stated he wanted to review the alcohol ordinances.		

<b>Councilmember Sneve asked if advertising will be required. Mayor Pro Tem Raffield discussed that a Publishers' Affidavit would be required. Motion to amend by Councilmember Proctor, second by Councilmember Sneve. The motion to approve passed unanimously.</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Approved	N/A	N/A

<b>AGENDA ITEM: Committee Reports</b>		<b>PRESENTER: Mayor Steve Lawrence</b>
<b>DISCUSSION:</b> The council provided a brief update. No action was taken from the committee reports.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
N/A	N/A	N/A

<b>AGENDA ITEM: Executive Session- Personnel</b>		<b>PRESENTER: Mayor Steve Lawrence</b>
Mayor Lawrence called for a motion at 6:53PM to enter the Executive Session. Mayor Pro Tem Raffield made a motion. Councilmember Looney provided a second. The motion passed unanimously.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
N/A	N/A	N/A

<b>AGENDA ITEM: Regular Session</b>		<b>PRESENTER: Mayor Steve Lawrence</b>
Mayor Lawrence called for a motion at 8:35PM to exit the Executive Session and enter back into Regular Council Meeting.		
<b>Conclusion: Mayor Pro Tem Raffield made a motion to enter back into regular session. Councilmember Looney provided second.</b>		
The motion to approve passed unanimously.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
N/A	N/A	N/A

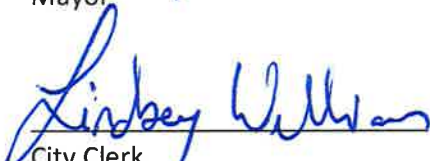
<b>AGENDA ITEM: Appointment of Interim City Manager and Clerk</b>		<b>PRESENTER: Mayor Steve Lawrence</b>
Mayor Lawrence requested a motion to appoint Kim Goldener as Interim City Manager and Lindsey Williams as Interim City Clerk.		
<b>Conclusion: Councilmember Looney made a motion to appoint Kim Goldener as Interim City Manager and Lindsey Williams as Interim City Clerk. Councilmember Foust provided a second.</b>		
The motion to approve passed unanimously.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
N/A	N/A	N/A

<b>AGENDA ITEM: Adjourn</b>		<b>PRESENTER: Mayor Steve Lawrence</b>
Mayor Lawrence Adjourned the meeting at 8:35PM.		
<b>Conclusion: Mayor Pro Tem Raffield made a motion to adjourn. Councilmember Foust provided second.</b>		
The motion passed unanimously.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Adjourn	N/A	N/A

City of Jasper  
Regular Meeting MINUTES  
Monday, December 4, 2023, 6:00 PM

  
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Mayor

  
\_\_\_\_\_

City Clerk

