

City of Norcross

*65 Lawrenceville Street
Norcross, GA 30071*



Meeting Minutes

Tuesday, January 2, 2024

6:30 PM

Council Chambers

Mayor and Council

Mayor Craig Newton

Mayor Pro Tem Bruce Gaynor

Councilmember Andrew Hixson

Councilmember Josh Bare

Councilmember Matt Myers

Councilmember Marshall Cheek

A. Call to Order by Mayor Craig Newton

The Regular Meeting was called to order at 6:30 PM by Mayor Craig Newton

B. Roll Call (recorded)

Attendee Name	Title	Status	Arrived
Craig Newton	Mayor	Present	
Bruce Gaynor	Mayor Pro Tem	Present	
Andrew Hixson	Councilmember	Present	
Josh Bare	Councilmember	Present	
Matt Myers	Councilmember	Present	
Marshall Cheek	Councilmember	Present	

C. Invocation**D. Pledge of Allegiance to the Flag of the United States of America****E. Ceremonial Presentations, Recognitions, and Swearing in Ceremonies****a. 24-6898: Swearing- in of Councilmember Andrew Hixson**

RESULT: SWORN IN BY THE HONORABLE CHIEF JUDGE KENNETH WICKHAM

b. 24-6899: Swearing- in of Councilmember Joshua Bare

RESULT: SWORN IN BY THE HONORABLE CHIEF JUDGE KENNETH WICKHAM

c. 24-6900: Swearing- in of Councilmember Marshall Cheek

RESULT: SWORN IN BY THE HONORABLE CHIEF JUDGE KENNETH WICKHAM

F. Presentation of previous meetings minutes for acceptance**24-6903: Approval of Previous Meeting Minutes****Motion**

A motion to Approve the December 4th Regular Council Meeting Minutes and the December 18th Special Called Meeting, Policy Work Session and Executive Session.

a. Mayor and Council - Regular Meeting - Dec 4, 2023, 6:30 PM

RESULT: APPROVED [UNANIMOUS]
MOVER: Andrew Hixson, Councilmember
SECONDER: Matt Myers, Councilmember
AYES: Gaynor, Hixson, Bare, Myers, Cheek

b. Special Called Meeting - Executive Session - Dec 18, 2023, 5:00 PM

RESULT: APPROVED [UNANIMOUS]
MOVER: Andrew Hixson, Councilmember
SECONDER: Matt Myers, Councilmember
AYES: Gaynor, Hixson, Bare, Myers, Cheek

c. Policy Work Session - Policy Work Session - Dec 18, 2023, 6:30 PM

RESULT: APPROVED [UNANIMOUS]
MOVER: Andrew Hixson, Councilmember
SECONDER: Matt Myers, Councilmember
AYES: Gaynor, Hixson, Bare, Myers, Cheek

G. Set agenda as presented for scheduled meeting.**1. 24-6904: Accept the Agenda and Approve the Consent Agenda****Motion**

A motion to Accept the Agenda and Approve the Consent Agenda with the following items being moved to discussion:

24-6905: City Manager Annual Review Compensation 2023-2024

23-6889: Appointment of Mayor Pro Tem for 2024

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Josh Bare, Councilmember
SECONDER:	Matt Myers, Councilmember
AYES:	Gaynor, Hixson, Bare, Myers, Cheek

H. Floor Open to Citizens Desiring to Address the Governing Authority**a. Comments by Citizens**

- * Jim Eyre - Comments regarding item 24-6901: Comprehensive Plan Transmittal Public Hearing and expressed appreciation for Council's support regarding the purchase of 29 Jones Street.
- * Faye McFarland - Comments regarding item 24-6901: Comprehensive Plan Transmittal Public Hearing

b. Comments by Council**c. Comments by City Manager****PH. Public Hearings****PH. 24-6901: Comprehensive Plan Transmittal Public Hearing****Motion**

A motion to Approve the transmittal of the Comprehensive Plan.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Andrew Hixson, Councilmember
SECONDER:	Josh Bare, Councilmember
AYES:	Gaynor, Hixson, Bare, Myers, Cheek

J. Reports of the Mayor and Councilmembers**a. General Announcements****JANUARY CALENDAR OF EVENTS****First Friday Concert: 7 Sharp 9**

Friday, January 5 | 7:00 - 9:00 p.m. | Cultural Arts & Community Center

Movie Monday: Book Club

Monday, January 8 | 1:30 & 6:30 p.m. | Cultural Arts & Community Center

Coffee With Council

Saturday, January 13 | 8:00 a.m. | The Local Peach

City Hall Closed For Martin Luther King Jr. Day Observance

Monday, January 15 | Sanitation & Recycling Services Normal Schedule

Policy Work Session

Tuesday, January 16 | 6:30 p.m. | City Hall, 2nd Floor Conference Room

Movie Monday: Book Club The Next Chapter

Monday, January 22 | 1:30 & 6:30 p.m. | Cultural Arts & Community Center

Coming in February:**First Friday Concert: The Rainmen**

Friday, February 2 | 7:00 - 9:00 p.m. | Cultural Arts & Community Center

Historic Cemetery Tour

Sunday, February 4 | 2:00 p.m. | Norcross City Cemetery

K. Board Appointments

There are no Board, Commission, or Authority appointments/re-appointments for Mayor and Council to consider at this time.

L. Consent Agenda**1. 23-6897: Replacement Bucket Truck Purchase**

Motion

A motion to purchase a Bucket Truck for the net cost of \$57,293.00, to be funded by the Electric Fund.

2. 23-6888: Award of Human Resources Information System (HRIS)

Motion

A motion to Approve the award of a contract to NeoGov for the Human Resources Information System (HRIS) to improve the efficiency of the city's hiring, performance appraisal, training, and reporting processes.

3. 23-6890: Appointment of Retained Professionals - Judges and Solicitors

Motion

A motion to Approve the reappointment of the following Retained Professionals for FY24:

Chief Judge- Kenneth Wickham

Associate Judges- Erica Dove, Ethan Pham, E. R. Lanier, and Bill Brogdon

City Solicitor- Karen West

Assistant Solicitors- Bridget Scanlin, Rachael Groffsky, Kelsey Wiley and Gary Vey

M. Items for Discussion**1. 24-6905: City Manager Annual Review Compensation 2023-2024**

Motion

A motion to Approve a 7% Increase for City Manager Eric Johnson based on the performance review conducted by Mayor and Council on December 18, 2023.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Matt Myers, Councilmember
SECONDER:	Bruce Gaynor, Mayor Pro Tem
AYES:	Gaynor, Hixson, Bare, Myers, Cheek

2. 23-6889: Appointment of Mayor Pro Tem for 2024

Motion

A motion to Approve Councilmember Bruce Gaynor as Mayor Pro Tempore for 2024.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Josh Bare, Councilmember
SECONDER:	Andrew Hixson, Councilmember
AYES:	Gaynor, Hixson, Bare, Myers, Cheek

N. Adjourn in memory of**O. Adjourn to Executive Session for Personnel, Real Estate or Legal**

The meeting was adjourned at 7:46 PM with a motion by Mayor Pro Tem Gaynor, seconded by Councilmember Cheek.

P. Signed by_____ **Mayor Craig Newton**

Q. Attest:_____ **Monique Philip, City Clerk**