

# City of Woodland

## Meeting Minutes

January 09, 2023

### I. Call to order

Mayor James Carter called to order the regular meeting of the Woodland City Council at 6:15 PM on January 09, 2023, at the Woodland City Hall.

### II. Roll call

The following persons were in attendance: Mayor James Carter, Mayor Pro Tem Ebonye Holt, Councilman T. L. Carter, Councilman John Haralson, Councilwoman Allison Owens, Councilman Jeffery Mitchell, City Clerk Allissa Gresham, and Municipal Clerk Cynthia Powell. City Attorney Gary Byrd was absent.

### III. Approval of agenda

Mayor Pro Tem Holt made a motion to approve the agenda. Councilman Carter seconded. All approved. Motion carried.

### IV. Approval of Regular Minutes and Work Session Minutes

The Regular Meeting Minutes from December 12, 2022, and the Work Session Minutes from December 19, 2022 were distributed.

Mayor Pro Tem Holt made a motion to approve the Regular Meeting Minutes with a typo correction in Section IX. New Business to change “Word” to “Work” and the Work Session Minutes. Councilman Carter seconded. All approved. Motion carried.

### V. Guest Speakers: Ruby Barnes did not attend the meeting.

### VI. Attorney Report

Attorney Byrd was absent from the January 09, 2023, Council Meeting due to a death in his family. Clerk Gresham distributed the report and Budget Resolution Attorney Byrd emailed for the Council to review.

- a) Attorney Byrd stated he attached a Budget Resolution for the Council to adopt and sign to continue with the 2022 budget until the 2023 budget is voted on in February 2023.
- b) Attorney Byrd stated he prepared and sent the Oath of Office to the Talbot County Probate Judge for Mr. John Haralson. Attorney Byrd was informed Mr. Haralson took the Oath on January 05, 2023.
- c) Attorney Byrd emailed Clerk Gresham the monthly invoice for services.

Mayor Pro Tem Holt made a motion to accept the attorney report. Councilman Mitchell seconded. All approved. Motion carried.

### VII. Water Report

- a) Jeff Harrison of HWR Water Solutions stated the City of Woodland produced 1.7 million gallons of water and billed out 890,000 gallons of water. Jeff stated a large leak at 101 South 7<sup>th</sup> Ave. and

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a small leak on Hawkins Rd. were fixed. Jeff stated he turned off the toilet in the old jail behind City Hall to keep it from constantly running and filling up the septic tank. He stated they will find the meter and cut the water to the old jail off for good. Jeff stated he cut all the water off to the City of Woodland Community Park to prepare for the cold weather, it will be turned back on in the next few weeks.

- b) Clerk Powell distributed Water Systems Totals Report for December 2022.

### **VIII. Open Business**

- a) Clerk Gresham updated the Council on the progress with River Valley Regional Commission regarding applying for the CDBG grant. She received an email from the Regional Planner, Ian Perry stating the team would be attending a CDBG applicant workshop on January 17<sup>th</sup> and 18<sup>th</sup> 2023. He stated they would begin the procurement process for the FY23 grant after the workshop to ensure there were no changes to the process before they begin.
- b) Clerk Gresham distributed a revised 2023 City of Woodland Proposed Budget and the Budget Resolution from Attorney Byrd. Mayor Pro Tem Holt made a motion to adopt the Budget Resolution to continue with the 2022 budget until the 2023 budget is voted on in February 2023. Councilwoman Owens seconded. All approved. Motion carried.
- c) Clerk Powell updated the Council on the tree trimming within the City. She stated she had contacted Salter's Tree Service to give the City a quote. Clerk Powell rode around the City with Mr. Salter to show him the areas needing attention. Clerk Powell distributed a spreadsheet to the Mayor and Council showing areas. Mr. Salter stated he would write up a quote and deliver it to City Hall.

### **IX. New Business**

- a) Clerk Powell asked the Council to approve her taking Municipal Court Clerk annual training at a cost of \$200.00. The training will be held in Columbus, GA., and virtual. Mayor Pro Tem Holt made a motion to approve Clerk Powell taking the class in person in Columbus, GA, or virtually. Councilwoman Owens seconded. All approved. Motion carried.

### **X. Clerk Report**

- a) Clerk Gresham presented the month's financial reports.

### **XI. Executive Session**

Mayor Pro Tem Holt made a motion to begin executive session to discuss personnel matters. Councilman Carter seconded. All approved. Motion Carried.

Those present for the executive session were as follows:

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Mayor James Carter, Mayor Pro Tem Ebonye Holt, Councilman T.L. Carter, Councilman John Haralson, Councilwoman Allison Owens, and Councilman Jeffery Mitchell.

Executive session began at 6:38 PM.

Mayor Pro Tem Holt made a motion to return to regular session. Councilman Carter seconded. All approved. Motion carried.

### **XII. Regular Session**

Regular session resumed at 7:15 PM

- a) Mayor Pro Tem Holt made a motion to give Clerk Gresham and Clerk Powell a 5% pay increase for 2023. Councilwoman Owens seconded. All approved. Motion carried.
- b) Mayor Pro Tem Holt made a motion to table the HWR Contract and Maintenance Position until the March 13, 2023, Council Meeting. Councilman Carter seconded. All approved. Motion carried.

Mayor Pro Tem Holt made a motion to pay the bills. Councilman Carter seconded. All approved. Motion carried.

### **XIII. Adjournment**

Mayor Pro Tem Holt made a motion to adjourn. Councilman Carter seconded. All approved. Motion carried.

Mayor James Carter adjourned the meeting at 7:25 PM.

Minutes Submitted By: \_\_\_\_\_

Allissa Gresham

City Clerk

Approval Date