

City of Woodland

Meeting Minutes

May 08, 2023

I. Call to order

Mayor James Carter called to order the regular meeting of the Woodland City Council at 6:20 PM on May 08, 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, Municipal Clerk Cynthia Powell, and City Attorney Gary Byrd.

III. Approval of agenda

Mayor Pro Tem Holt made a motion to approve the agenda with the amendment to add "B" in Section IX Open Business to vote to add the Community Yard Sale to the 2023 City of Woodland Calendar. Councilwoman Owens seconded. All approved. Motion carried.

IV. Approval of Regular Minutes, Executive Session Minutes, Work Session Minutes, and Special Called Meeting Minutes

The April 10, 2023 Regular Meeting Minutes, the April 24, 2023 Special Called Meeting Minutes, and the April 24, 2023 Work Session Minutes were distributed.

Councilman Carter made a motion to approve the Regular Meeting Minutes and Work Session Meeting Minutes. Councilman Mitchell seconded. All approved. Motion carried. Councilwoman Owens made a motion to approve the Special Called Meeting Minutes. Mayor Pro Tem Holt seconded. All approved. Motion carried.

V. Guest Speakers:

- a) **Tavoras Johnson-Johnson's Lawn, Landscape and Tree Service:** Introduced himself to the Mayor and Council as the newly hired Grounds Maintenance Contractor for the City of Woodland.
- b) **Antonio Sanchez:** Discussed he bought the old Furniture Plant building with plans of opening an ambulance manufacturing facility. Mr. Sanchez stated this would bring an estimated 25 to 30 jobs to the area. He stated he will need to open a water account. The Council suggested Mr. Sanchez email Clerk Powell information about the facility before starting a water account with the City.

VI. Attorney Report

- a) Attorney Byrd stated he advised the Clerk's office to answer a question on the width of the City's right of ways.

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- b) Attorney Byrd reviewed the Grounds Maintenance contract for Clerk Gresham. Suggested changes were made by Clerk Gresham including one change regarding the contractor's liability insurance.
- c) Attorney Byrd presented Clerk Gresham with the monthly invoice for services.

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

VII. Water Report

- a) Jeff Harrison of HWR Water Solutions stated the City produced 1.1 million gallons of water and billed out 550,000 gallons of water. Jeff stated the Woodland Memorial Cemetery water meter was installed. He stated a leak was fixed on Hwy. 36 and they will be fixing a small leak this week on West Main Street.
- b) Clerk Powell discussed with Skip Woodall who needed to be contacted to set up a water account for the Woodland Memorial Cemetery. Mr. Woodall stated he was not the person to do this but would email the information needed.
- c) Councilwoman Owens discussed with Jeff of HWR Water Solutions the project to replace the old galvanized pipe in the Oak Street, Maple Street, and Peach Drive areas. Jeff stated he had not had the time to start on the project yet. He stated HWR will be starting on the project as soon as possible. Councilwoman Owens suggested Jeff update the Council on the project's progress at the Council meetings. Jeff agreed to give regular progress updates.
- d) Clerk Powell distributed Water Systems Totals Report for April 2023.

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

VIII. Open Business

- a) Clerk Gresham distributed the CDBG Resolution for Authorizing the Filing of an Application, the Resolution Authorizing the Obligation of \$20,000 from the City for Match and Leverage for a \$1,000,000 grant, and the Conflict of Interest Certification forms. Ian Perry from River Valley Regional Commission emailed these forms to Clerk Gresham for the Mayor and Council to review and vote to sign. Mayor Carter and Mayor Pro Tem Holt each completed and signed Conflict of Interest Certifications for the property they own in the CDBG target area. The Mayor and Council reviewed the Resolution Authorizing the Obligation of \$20,000 From the City for Match and Leverage for a \$1,000,000 grant. The Council discussed wanting clarification on the monetary amounts Ian included in the document and needing to know what changes were made. Attorney Byrd suggested a short recess to allow Clerk Gresham and Clerk Powell to research previous Council Meeting Minutes for the monetary amount the Council

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voted on. Councilman Haralson made a motion to take a short recess. Councilman Mitchell seconded. All approved. Motion carried. Clerk Gresham and Clerk Powell found the City previously voted for a \$750,000 grant with the City matching 5%. The Mayor and Council suggested Clerk Gresham contact Ian Perry of River Valley Regional Commission for clarification and to inform him the City is willing to make a \$33,000 match for a \$1,000,000 grant. The Council will hold a Special Called Meeting to vote and sign the resolutions after they receive clarification of changes from Ian.

- b) Mayor Pro Tem Holt made a motion to add the Community Yard Sale to be held the first Saturday of June and July to the 2023 City of Woodland Calendar, with a vendor fee of \$10. Councilwoman Owens seconded. All approved. Motion carried.

IX. New Business

No New Business was discussed.

X. Clerk Report

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

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

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:

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, Municipal Clerk Cynthia Powell, City Attorney Gary Byrd and Jeff Harrison of HWR Water Solutions.

Executive session began at 7:09 PM.

Councilman Haralson made a motion to return to regular session. Councilman Carter seconded. All approved. Motion carried.

XII. Regular Session

Regular session resumed at 7:12 PM.

Mayor Pro Tem Holt made a motion to accept and sign the renewal contract for \$2500 monthly with HWR Water Solutions. Councilman Carter seconded. All approved. Motion carried.

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

XIII.Adjournment

Councilman Haralson made a motion to adjourn. Councilman Mitchell seconded. All approved. Motion carried.

Mayor James Carter adjourned the meeting at 7:15 PM

Minutes Submitted By: _____

Allissa Gresham

City Clerk

Approval Date