

City of Woodland

Meeting Minutes

January 08, 2024

I. Call to Order

Mayor James Carter called to order the regular meeting of the Woodland City Council at 6:15 PM on January 08, 2024, 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, Councilwoman Allison Owens, Councilman John Haralson, Councilman Jeffery Mitchell, City Clerk Allissa Gresham, Municipal Clerk Cynthia Powell, and City Attorney Gary Byrd.

III. Approval of Agenda

Councilwoman Owens made a motion to approve the agenda. Councilman Carter seconded. All approved. Motion carried.

IV. Approval of Minutes

The Regular Minutes and Public Hearing FY2024 Proposed Budget Minutes from December 11, 2023 were distributed.

Councilwoman Owens made a motion to approve the Regular Minutes and the Public Hearing FY 2024 Proposed Budget Minutes from December 11, 2023. Councilman Mitchell seconded. All approved. Motion carried.

V. Guest Speakers: None

VI. Attorney Report

- a) Attorney Byrd stated he would be keeping the matter regarding the definition of a consumer and how it applied to heir property where one son left owing a water bill and another son wanted to reactivate the water account on his Attorney Report for a few months as a reminder. Mayor Pro Tem Holt suggested Attorney Byrd remove the matter. Attorney Byrd stated he would remove it.
- b) Councilwoman Owens suggested Attorney Byrd add a more detailed description of work performed on his Attorney Report. Attorney Byrd stated he would add a more detailed description so the Council would know exactly what work was performed.
- c) Attorney Byrd stated the Council met for a FY2024 Proposed Budget Work Session to develop a balanced budget. He stated the FY2024 Budget Hearing was held before the December 11, 2023, Regular Council Meeting, and the Council would need to vote to adopt the FY2024 Proposed Budget during tonight's meeting.
- d) Attorney Byrd presented Clerk Gresham with the monthly invoice for services.

Councilman Haralson made a motion to accept the Attorney Report. Councilwoman Owens seconded. All approved. Motion carried.

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VII. Grounds Maintenance Report

- a) Kane Robinson of Robinson's General Services, LLC stated his crew cleaned drainage ditches and picked up trash throughout the City. Kane stated they cleaned up some tires and a sink along a City street right of way. Mayor Pro Tem Holt stated Robinson's General Services, LLC was not obligated to pick up household items. Kane stated they would clean up household items if they were in the way of doing a job or unsightly along the street right of ways. Councilman Haralson suggested contacting Clerk Gresham about illegal dumping locations, or anyone seen illegally dumping.
- b) Clerk Gresham stated the crew removed the broken City bench from the Hwy 41 location. She stated it was put in the back shop at City Hall.

Mayor Pro Tem Holt made a motion to accept the Grounds Maintenance Report. Councilman Carter seconded. All approved. Motion carried.

VIII. Water Report

- a) Jeff Harrison of HWR Water Solutions was absent. Clerk Powell stated the City of Woodland produced 1.5 million gallons of water and billed out 620,000 gallons of water. Clerk Powell stated there was 941,000 gallons of water loss and HWR would be searching to try to find the cause of the loss.

Clerk Powell distributed the Water System Totals Report and the delinquent account report for December 2023. The water report shows the total billed was \$8440.65 and the total received was \$8002.65 for December 2023.

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

IX. Open Business

- a) Mayor Pro Tem Holt made a motion to adopt the City of Woodland FY2024 Proposed Budget. Councilman Carter second. All approved. Motion carried.

X. New Business

- a) Clerk Gresham distributed the City of Woodland 2024 Holiday and Events Calendar to the Mayor and Council. Clerk Gresham suggested they look over the calendar and discuss it at the January 16, 2024 Work Session.
- b) Councilman Haralson discussed the City of Woodland code enforcement for condemning blighted property. Councilman Haralson contacted Paul Higginbotham for Talbot County Building and Zoning. Mr. Higginbotham stated it was not his responsibility to condemn property in the City of Woodland. Mr. Higginbotham stated the City should hire a Code Enforcement Officer. Attorney Byrd stated Mr. Higginbotham is responsible for zoning issues. Attorney Byrd stated Talbot County

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Assistant Manager Ronnie Hendricks has code Enforcement training. Attorney Byrd stated the City of Woodland has an agreement with Talbot County Building and Zoning to issue building permits, inspect new and renovated buildings, and issue certificates of occupancy. Attorney Byrd stated the City of Woodland did not contract with Talbot County to do code enforcement. Mayor Pro Tem Holt suggested this matter be discussed at the January 16, 2024 Work Session.

- c) Councilwoman Owens discussed improvements for the City of Woodland Community Park. Some of the improvements suggested were posting instructions for thermostat settings, ceiling fans, repairing non-working outlets, picnic tables, reflectors for the driveway entrance, additional lighting for the park grounds, rubber mulch for the playground, playground equipment for babies and toddlers and better seating for indoor tables. Clerk Gresham stated she contacted the City of Woodland Accountant Richard Hartley to inquire about using SPLOST Funds for these improvements. Clerk Gresham stated money in the 2021 SPLOST Fund could be used and the Council would need to put together a list of improvements wanting to be made. She stated Richard would submit the list to the City of Woodland Auditor Will Robinson for approval. The Council will put together a list at the January 16, 2024 Work Session.

XI. Clerk Report

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

XII. Executive Session: No Executive Session was needed.

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

XIII. Adjournment

Mayor Pro Tem Holt made a motion to adjourn. Councilwoman Owens seconded. All approved. Motion carried.

Mayor James Carter adjourned the meeting at 7:17 PM.

Minutes Submitted By: _____

Allissa Gresham

City Clerk

Approval Date