

City of Woodland

Meeting Minutes

May 13, 2024

I. Call to Order

Mayor James Carter called to order the regular meeting of the Woodland City Council at 6:15 PM on May 13, 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 Jeffery Mitchell, City Clerk Allissa Gresham, Municipal Clerk Cynthia Powell, and City Attorney Gary Byrd. Councilman John Haralson 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 Minutes

The April 08, 2024 Regular Meeting Minutes and the April 15, 2024 Work Session Minutes were distributed.

Councilwoman Owens made a motion to approve the April 08, 2024 Regular Meeting Minutes and the April 15, 2024 Work Session Minutes. Mayor Pro Tem Holt seconded. All approved. Motion carried.

V. Guest Speakers:

- a) **Robbin Steverson** the Talbot County Recreation Department Director discussed using the City of Woodland softball fields for youth soccer, accessing the restrooms, and Community Building for concessions. She stated the Community Building would be cleaned after use and the fields maintained while in use. Ms. Steverson stated she would give the Council a schedule for practice and game days. Ms. Steverson stated she would like a signed agreement with the City of Woodland for the use of the fields, restrooms, and Community Building. Councilwoman Owens discussed what age group would be for soccer. Ms. Steverson stated the ages would be 5 years to Youth 14. Councilwoman Owens discussed security and safety during practice and games. Ms. Steverson stated she plans to have a uniformed officer on site. Mayor Pro Tem Holt suggested Ms. Steverson provide the City of Woodland with a written safety plan. Attorney Byrd suggested scheduling the games to not interfere with the park rentals. He suggested a parent or guardian of each child playing soccer sign a release form for liability purposes. Ms. Steverson stated a release form is signed during registration. Attorney Byrd discussed who would provide the soccer equipment and field maintenance. Ms. Steverson stated she would provide equipment and field maintenance during the playing season. Mayor Pro Tem Holt suggested Ms. Steverson provide a schedule for the Council to review at the May 20, 2024 Work Session before making a decision. Ms. Steverson stated she would provide the schedule this week.
- b) **Fannie M. Sallie** discussed illegal dumping on property she owns in the City of Woodland. Mrs. Sallie discussed what resources or legal action would she need to take to resolve this issue. She

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discussed if the City of Woodland had No Dumping signs available for purchase. Clerk Gresham stated the City did not have No Dumping signs available. Mayor Pro Tem Holt discussed if Mrs. Sallie wanted to put the signs on private property, she would need to purchase them. Attorney Byrd stated the City could purchase signs to install them on the right of way. Mayor Pro Tem Holt suggested Mrs. Sallie purchase No Trespassing signs and security cameras to put on her property. Mayor Pro Tem Holt suggested Mrs. Sallie contact the Talbot County Sheriff's Department to let them know someone is trespassing and dumping on her property. Mrs. Sallie stated she was possibly going to purchase trail cameras. Clerk Gresham will purchase No Dumping signs and Property Under Camera Surveillance signs to install on the City right of way.

VI. Attorney Report

- a) Attorney Byrd suggested Clerk Gresham add discussing the Millage Rate to the May 20, 2024, Work Session Agenda and the June 10, 2024, Regular Council Meeting Agenda.
- b) Attorney Byrd stated he followed up with Terrell Jacobs of the Georgia Municipal Association about a prospective Code Enforcement Officer. Mr. Jacobs stated he has not found a prospective Code Enforcement Officer or company that provides that service. Attorney Byrd stated he contacted Talbot County Attorney Ed Davis. Mr. Davis has been in contact with code enforcers and is looking for a resource for the City of Woodland. Attorney Byrd stated Jeff of HWR Water Solutions will give him contact information for a possible prospect, Phil Hill.
- 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. Grounds Maintenance Report

Kane Robinson of Robinson's General Services, LLC was absent. Clerk Gresham stated she contacted Kane about moving some of the Memorial Day flags along Hwy. 41 to the Woodland Store and Hwy. 36 to the city limit sign.

VIII. Water Report

- a) Jeff Harrison of HWR Water Solutions stated the City of Woodland produced 1.9 million gallons of water and billed out 600,000 gallons of water. Clerk Powell stated there was 216,000 gallons of water loss.
- b) Jeff stated HWR read meters for the month and repaired a main on South 7th Ave.
- c) Jeff stated he contacted the CDBG engineer and plans are to go to bid in October 2024. He stated construction will possibly start in December 2024 or January 2025.
- d) Jeff stated he sent a letter to the EPD stating the Council voted to put the fluoride on the November 2025 referendum to be voted on by the City of Woodland citizens.

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- e) Jeff discussed cleaning the City of Woodland water tank. Jeff will get a quote for cleaning the water tank to be discussed at the June 10, 2024 Regular Council Meeting.
- f) Councilwoman Owens discussed how often the City of Woodland water is being tested. Jeff stated the water is tested every month. Jeff stated the Consumer Confidence Report is posted at City Hall and anyone can request a copy. Attorney Byrd discussed whether running the Consumer Confidence Report in the local newspaper was required. Jeff stated it was not required to be in the local newspaper. He stated it could be posted at City Hall, and a notice could be sent out with the water bills. Jeff stated Clerk Gresham could post it on the City of Woodland website.
- g) Clerk Gresham stated she had received the barrels of chlorine, and they were placed in the back shop at City Hall.
- h) Jeff suggested the City of Woodland consider purchasing a sequestrant to help with the iron in the water. Jeff will get a quote for sequestering for the Council to review.
- i) Jeff stated the City of Woodland lead and copper survey was completed and he would be sending it to the state.
- j) Clerk Powell distributed the Water System Totals Report and the Delinquent Account Report for April 2024. The water report shows the total billed was \$7471.05 and the total received was \$7375.08.

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

IX. Clerk Report

- a) Clerk Gresham stated that 10 pallets of rubber mulch were delivered to the Community Park on May 02, 2024, and the Talbot County prisoner detail completed spreading the mulch on the playground on May 07, 2024.
- b) Clerk Gresham stated the entrance sign at the Community Park was installed.
- c) Clerk Gresham stated that \$23,018.14 has been spent out of the SPLOST 2021 for the park project.
- d) Clerk Gresham updated the Mayor and Council on the City boundaries and Community Park annexation. She stated she contacted the Talbot County Tax Assessors Office, and they emailed her the Property Tax Digests for 2008 through 2022. She stated she could email the digests to the Mayor and Council for review if needed. Clerk Gresham stated the Talbot County Tax Assessors Offices could not find any information on the Community Park annexation. The Talbot County Tax Assessors Office contacted Talbot County Manager, Carol Ison about the annexation. Mrs. Ison emailed that neither she nor Paul Higginbotham could find anything about the annexation. Attorney Byrd stated he possibly had paperwork on the annexation in storage and would have someone find it.

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- e) Clerk Gresham updated the Mayor and Council on the City of Woodland 2023 Audit. She stated the auditors had received the attorney letter and were waiting for the Talbot State Bank to return the bank confirmations.
- f) Clerk Gresham presented the month's financial reports.

Councilwoman Owens made a motion to accept the Clerk Report. Mayor Pro Tem Holt seconded. All approved. Motion carried.

X. Open Business

- a) Attorney Byrd stated the discussion of blighted property, junk cars, and code enforcement needed to be tabled until the June 10, 2024, Regular Council Meeting to give him time to research potential Code Enforcement prospects.

XI. New Business

- a) Clerk Gresham distributed the City of Woodland Event Calendar for May, June, and July to the Mayor and Council for review. Mayor Pro Tem Holt discussed the starting time for Movie Night at the Park being sundown. Councilwoman Owens discussed citizens attending Movie Night bring their own lawn chairs and refreshments. Clerk Gresham will make flyers to hand out and post at City Hall. Clerk Gresham will post the event on Facebook and the City of Woodland website. Clerk Gresham will contact the Talbotton New Era Newspaper to run an ad in the paper for Movie Night at the Park the weeks of May 20 and May 27, 2024. Clerk Gresham will add discussing school supply donations, the Community Yard Sale, Father's Day, Juneteenth, and the 4th of July to the May 20, 2024, Work Session Agenda.
- b) Councilwoman Owens discussed the Council being more involved in making decisions about the Community Park and the City as a whole.
- c) Clerk Powell discussed purchasing new Community Park softball field bleachers. Clerk Powell will research price quotes for the Mayor and Council to review. Clerk Gresham will add discussing the quotes to the May 20, 2024, Work Session Agenda.

XII. Executive Session

Mayor Pro Tem Holt made a motion to begin Executive Session to discuss personnel matters. Councilwoman Owens 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, Councilwoman Allison Owens, Councilman Jeffery Mitchell, City Clerk Allissa Gresham, and Municipal Clerk Cynthia Powell.

Executive Session began at 7:42 PM.

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Mayor Pro Tem Holt made a motion to return to Regular Session. Councilman Mitchell seconded. All approved. Motion carried.

XIII. Regular Session

Regular Session resumed at 7:47 PM.

Mayor Pro Tem Holt suggested Clerk Gresham present the Council with the 2024 City of Woodland Budget information at the June 10, 2024, Regular Council Meeting, showing employees' budgeted pay raise. Clerk Gresham will contact the City of Woodland accountant, Richard Hartley, and present the information to the Mayor and Council so the Council can make a decision.


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

XIV. Adjournment

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

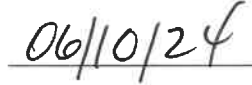
Mayor James Carter adjourned the meeting at 7:49 PM.

Minutes Submitted By:



Allissa Gresham

City Clerk



Approval Date