

Work Session Meeting Minutes

August 19, 2024

I. Call to Order

Mayor James Carter called to order the work session of the Woodland City Council at 5:30 PM on August 19, 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, and City Clerk Allissa Gresham. Municipal Clerk Cynthia Powell was absent.

III. Approval of Agenda

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

IV. Guest Speaker:

- a) **Skip Woodall** discussed re-routing a water service line on behalf of Jason and Wendi Raley. He reviewed a map of the area with the Mayor and Council.
- b) **Sam Chapman** was absent.

Councilman Haralson made a motion to add Jennifer McCrary as a Guest Speaker on tonight's Work Session Agenda. Mayor Pro Tem Holt Seconded. All approved. Motion carried.

- c) **Jennifer McCrary** discussed concerns about water usage that was higher than normal on behalf of Alfred McCrary. Clerk Gresham distributed an information packet on Mr. McCrary's account for the Council to review. Clerk Gresham stated Clerk Powell contacted HWR to recheck the meter for accuracy. HWR reported the meter to be working properly. It was noted there was an increase in water usage through the meter from June 26, 2024, to July 29, 2024. However, it is impossible to determine the specific dates on which the increased water usage occurred. The Council suggested contacting HWR to recheck the meter again and look for leaks.

Mayor Pro Tem Holt made a motion to add Roderick Ellison as a Guest Speaker on tonight's Work Session Agenda. Councilman Haralson seconded. All approved. Motion carried.

Work Session Meeting Minutes

August 19, 2024

- d) **Roderick Ellison** discussed doing an emergency grass cutting for the City of Woodland. Mr. Ellison will contact Clerk Gresham with a quote for the Council to review.

V. Business Discussed

- a) Clerk Gresham discussed she received a quote of \$500.00 per day from Scotty Giddens for an emergency grass cutting and trash pick-up for the City of Woodland. She stated Mr. Giddens would work three days from 8:00 AM to 4:00 PM.
- b) Clerk Gresham distributed the Grounds Maintenance position bid advertisement for the Council to review. The Council suggested Clerk Gresham prepare bid advertisements for a Grounds Maintenance Contractor and both full-time and part-time City Maintenance Employees for the Council to review at the September 09, 2024, Regular Council Meeting.
- c) Clerk Gresham distributed the Invitation to Bid advertisement for the Community Building projects for the Council to review. Clerk Gresham stated this bid included the installation of ADA Compliant outward opening entrance and exit doors. She stated the doors would need to have a minimum opening of 36 inches to be in compliance. The Council will approve the advertisement at the September 09, 2024, Regular Council Meeting.
- d) Clerk Gresham discussed the response she received from William Hart of Charles Abbott and Associates regarding the as-needed option for a Code Enforcer for the City of Woodland. She stated the Code Enforcer would be on an as-needed basis. Clerk Gresham will contact Mr. Hart to attend the September 09, 2024, Regular Council Meeting for the Council to review signing a contract.
- e) Councilman Haralson discussed Gary Moore attending the September 09, 2024, Regular Council Meeting to discuss hosting an event on September 19, 2024, at the City of Woodland Community Building. The event will be held to inform the community of supplemental insurance and other programs available for individuals on Medicare and Medicaid. Clerk Gresham will contact Mr. Moore for flyers to promote the event.
- f) Clerk Gresham discussed quotes for electrical work and ceiling fan installation at the Community Building. She stated Clerk Powell had contacted Scott Bishop of Bishop's Electrical Service. Mr. Bishop stated he was currently very busy but would provide the City with a quote as soon as possible.
- g) Clerk Gresham discussed the quotes for concrete slabs under the picnic table, concrete bridges, and installing ramp handrails at the Community Building. The Council suggested taking more bids for anchoring the picnic table legs, treated wood bridges,

Work Session Meeting Minutes

August 19, 2024

and installing ramp handrails at the Community Building to be discussed at the September 09, 2024, Regular Council Meeting.

VI. Adjournment

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

Mayor James Carter adjourned the meeting at 7:31 PM.

Minutes Submitted By: _____

Allissa Gresham

City Clerk

Approval Date