

**MINUTES OF A REGULAR MEETING
OF THE WOODBINE CITY COUNCIL
April 4, 2016
WOODBINE CITY HALL**

The regular meeting of the Woodbine City Council held on April 4, 2016 was called to order at 6:30 p.m. by Mayor Steven Parrott, with the following Councilors present: Louise Mitchell, Donald Harrelson, Robert Baird and C. C. Higginbotham, Jr. City officials present: City Administrator Kyle Tibbs and City Clerk M. Lynn Courson. See sign-in sheet for others present.

The Pledge of Allegiance was led by Mayor Parrott.

The invocation was led by Louise Mitchell.

Work Session:

Ronny Smith, Public Works Director, gave an update on Public Works Department activities. Mr. Smith and the Council discussed getting an emergency pump for the Brewster Street pump station. The Council authorized Mr. Smith to get the specifications together for their review. M. Lynn Courson gave a General Government update. Councilor Higginbotham requested a budget update to be presented at the May City Council Meeting. Kyle Tibbs gave an Administrative update.

Presentations

Mayor Parrott presented a Proclamation, proclaiming the week of April 10 through 16, 2016 as National Crime Victims' Rights Week. Jackie Johnson thanked the Mayor and Council for their support.

Joel Hanner with Georgia Power presented the Council with their annual franchise check in the amount of \$54,360.90.

Motion made by C. C. Higginbotham, Jr., seconded by Robert Baird, to approve the Agenda with the following amendments:

Add: Item 8.E. Water/Sewer Connection Fees

Motion was unanimously approved and so declared by Mayor Parrott.

Motion made by C.C. Higginbotham, Jr. seconded by Louise Mitchell, to approve the minutes of the March 4, 2016 and March 7, 2016 City Council Meetings as presented. Motion was unanimously approved and so declared by Mayor Parrott.

Kyle Tibbs reported presented the Council with the Resolution for adoption of the Comprehensive Plan. Mr. Tibbs advised that the Department of Community Affairs has approved the project with only grammatical changes made. Motion made by Robert Baird, seconded by C.C. Higginbotham, Jr. to approve the Resolution adopting the 4 Year Comprehensive Plan Update. Motion was unanimously approved and so declared by Mayor Parrott.

Kyle Tibbs presented a SatillaWalk budget to fund the educational signage for the Satilla Riverwalk. Mr. Tibbs advised that there are not currently grants available for the project but that staff would keep researching this for future improvements and maintenance. He stated that the requested funds will come from the govdeals.com sale of surplus equipment. Mr. Tibbs and the Council discussed the budget for the project. Motion made by Robert Baird, seconded by C.C. Higginbotham, Jr. to approve a Not to Exceed budget of \$12,000 for the project. Motion was unanimously approved and so declared by Mayor Parrott.

Kyle Tibbs presented 2 bids for Water Tank Maintenance. He explained that one of the tanks is currently serviced on a contract basis by Utility Service Group. Mr. Tibbs explained that while the bid from Southern Corrosion was lower, it did not include all items that the bid from United Utility Group did, including sandblasting the tanks. He further advised that both bids were lower than the budgeted amount for the project. Steven Calhoun with United Utility Group and the Council discussed specifications of the project. Motion made by C.C. Higginbotham, Jr. seconded by Louise Mitchell, to award the bid to United Utility Group in the amount of \$393,414. Motion was unanimously approved and so declared by Mayor Parrott.

Kyle Tibbs presented bids for the paving of Proctor Lane. Mr. Tibbs advised that \$18,000 of the funds for the project would be from the LMIG funds. Ronny Smith stated that the specifications of the project were covered in both bids. Motion made by Robert Baird, seconded by Louise Mitchell to award the bid to Kudzue 3 Trucking and Paving in the amount of \$15,944.75. Motion was unanimously approved and so declared by Mayor Parrott.

Lynn Courson presented information regarding the Water/Sewer connection charges as requested by Councilor Higginbotham with a comparison with the other cities in the County. Mr. Higginbotham noted that the City of Woodbine had the cheapest rates of all 3 cities. He asked that this information be provided to any potential customers.

Kyle Tibbs presented the only Concrete Pad bid received. Mr. Tibbs explained that the Pad could be placed where the Old Lettuce Shed is currently, after it is removed and would be used for future events. Councilor Baird stated that there is a lot of standing water in that area. Councilor Higginbotham suggested grading the area after the Old Lettuce Shed removal. Ronny Smith advised that the City has plenty of lime rock that could fill the area. The Council agreed to discuss the uses for the area after grading is complete.

Kyle Tibbs advised that the DDA has not met in some time, the current members terms are expired and they would need training as required by the State. Mr. Tibbs stated that the City Attorney advised in the event of disbanding the DDA, property currently held in the DDA's name should revert back to the City. He further advised that the JDA agreed to handle the sale or transfer of property in the event the DDA is disbanded. Mr. Tibbs and the Council discussed the requirements for DDA members. Kyle Tibbs stated that staff would research the requirements further and report the findings to the Council.

Kyle Tibbs stated that the CRC's funding agency advised that our grant for a Riverfront Economic Development study was denied. He advised that the agency is looking for projects

with a larger impact. Mr. Tibbs stated that Rick Baird, chairman of the DDA suggested forming a citizens committee to determine what the public would like to see develop at the Riverfront. He further stated that Mr. Baird agreed to serve on the committee. The Council discussed the ramp across the river and its ownership and use. They agreed to move forward with a Mayoral Riverfront Development Committee.

Ms. Louise Mitchell asked staff to check on the Glover Memorial signs.

Public Comments:

Rhetta Sutton gave the Council an update on the Woman's Club efforts in regards to the Woodbine Library Initiative. She further thanked the Council for scheduling a Work Session to discuss the project.

Janet Heath gave a history of the other 5 cities in Georgia that are County Seats but also do not have a library.

Caroline Dempsey reported vandalism at the Comfort Stations along the Riverwalk.

Mary Devries reported that an unknown man made a sexual advance to her while she walked on the Riverwalk. She stated that she reported it to the Sheriff's office, but was told the advance was not considered illegal.

Jannie Everette thanked those that attended the Thikol Memorial celebration. She asked that the Council consider the feasibility of having a Thikol Memorial National Park

The meeting adjourned at 8:00 p.m.

Steven L. Parrott
Mayor

Attest: _____
M. Lynn Courson
City Clerk