

**MINUTES OF A REGULAR MEETING
OF THE WOODBINE CITY COUNCIL
July 11, 2016
WOODBINE CITY HALL**

The regular meeting of the Woodbine City Council held on July 11, 2016 was called to order at 6:30 p.m. by Mayor Steven Parrott, with the following Councilors present: Louise Mitchell, Donald Harrelson and Robert Baird. 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 Mayor Parrott.

Work Session:

Ronny Smith, Public Works Director, gave an update on Public Works Department activities. Lynn Courson gave an update on Code Enforcement activities. Kyle Tibbs gave an Administrative update.

Motion made by Robert Baird, seconded by Louise Mitchell, to approve the Agenda as presented. Motion was unanimously approved and so declared by Mayor Parrott.

Motion made by Louise Mitchell seconded by Donald Harrelson, to approve the Minutes of the June 13, 2016 City Council Meeting as presented. Motion was unanimously approved and so declared by Mayor Parrott.

Old Business:

Kyle Tibbs gave a Budget Update. The Council directed Mr. Tibbs to present line item changes and where the funds come from to the Council at their meetings.

Kyle Tibbs advised that the Kelley house tested positive for asbestos shingles. The Council discussed the possibility of using the home for a possible Library after the Woodbine Library Initiative appoints their Board of Trustees. They further directed that staff clean up around the property.

Lynn Courson presented a bid from Brantley roofing for a new flat roof for the Old Fire Station in the amount of \$12,502. She explained that she has contacted other contractors for quotes on pitched roofs.

New Business:

Kyle Tibbs presented a Resolution Establishing the 2018 Joint Comprehensive Plan Workgroup. Motion made by Louise Mitchell seconded by Donald Harrelson, to approve the Resolution. Motion was unanimously approved and so declared by Mayor Parrott.

Lynn Courson read the proposed First Reading to amend Chapter 6. Environmental Regulations, Section 6-202 Open Burning. Councilor Baird asked that "Authorized Agent of the City from Paragraph 1. be replaced with Georgia Forestry. He also asked that "may be subject to Municipal Court" in place of "will be".

Kyle Tibbs presented a proposed change to the Personnel Policy that would allow employees to sell an additional week of accrued vacation time rather than the currently allowed 1 week. He explained that very few employees have enough time accrued to do so. Councilor Baird stated that he would rather consider increasing the amount available to accrue depending on tenure rather than selling additional hours. He stated that it could affect the budget if all employees could sell 2 weeks a year. Lynn Courson stated that she would look at how other cities handle this and report back to the Council.

Kyle Tibbs advised that in order to receive the GEFA loan for the Solar Panel Project GEFA requires an audit from January 2016 to the present. He stated that the partial audit would cost between \$600 and \$800. Motion made by Robert Baird, seconded by Louise Mitchell, to approve up to \$800 for the partial audit. Motion was unanimously approved and so declared by Mayor Parrott.

Kyle Tibbs presented a Resolution adopting the Joint Comprehensive Multi-Hazard Mitigation Plan Update. Motion made by Louise Mitchell seconded by Robert Baird, to approve the Resolution. Motion was unanimously approved and so declared by Mayor Parrott.

Kyle Tibbs presented the Statewide Mutual Aid and Assistance Agreement from the Emergency Operations Center. He explained that it was an agreement for communities to help each other in the event of a disaster. Motion made by Robert Baird, seconded by Donald Harrelson, to approve the Agreement. Motion was unanimously approved and so declared by Mayor Parrott.

Public Comments:

Steban Sainz gave an update for the Woodbine Library Initiative.

Sheila Sapp spoke in support of having a satellite library in Woodbine. She stated that a satellite library could then share resources with the Camden County Library. She further supports using the Old Fire Station as a location for a library.

Everette Sapp spoke in support of repurposing the Old Fire Station. He stated that Camden County used prisoners from Waycross to help with building renovations and suggested that the City look into this option.

The meeting adjourned at 7:10 p.m.

Steven L. Parrott
Mayor

Attest: _____
M. Lynn Courson
City Clerk