

**MINUTES OF A REGULAR MEETING
OF THE WOODBINE CITY COUNCIL
November 6, 2017
WOODBINE CITY HALL**

The regular meeting of the Woodbine City Council held on November 6, 2017 was called to order at 6:30 p.m. by Mayor Steven Parrott, with the following Councilors present: Louise Mitchell, C.C. Higginbotham, Jr., Donald Harrelson and Robert Baird. City officials present: City Administrator Ken Walker 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 gave an update on Public Works activities. Samantha Young gave a Finance update. Lynn Courson and Ken Walker gave an Administrative update.

Presentations - None

Councilor Higginbotham asked Mr. Walker to check with the RG Towers regarding providing a Wi-Fi hotspot for service in the City at no cost.

Motion made by C. C. Higginbotham, Jr., seconded by Donald Harrelson, to approve the Agenda with the following amendments removing 9.b., 9.c., and 9.e. Alcohol Public Hearing for Friends Food LLC, Snappy Foods, and Krusty Krab. 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 October 2, 2017 and the October 16, 2017 City Council Meetings as presented. Motion was unanimously approved and so declared by Mayor Parrott.

Old Business:

Colleen Weinkle stated that the Georgia Council for the Arts has provided a grant for the Woodbine Library Initiative to paint a mural on the side of the Old Fire Station. She advised that she needs a letter from the City granting them permission to place the mural on the building and accept the grant. Motion made by C. C. Higginbotham, Jr., seconded by Robert Baird, to approve the letter granting permission for the mural. Motion was unanimously approved and so declared by Mayor Parrott.

Ken Walker advised that he met with Lupita McClenning with the CRC regarding the contract for the Joint Comprehensive Plan. He explained that the CRC had completed the Woodbine Comprehensive Plan at no charge with the understanding that the City would participate in the County and Cities Joint Comprehensive Plan. Mr. Walker advised that the City's plan had to be updated in order for it to renew its Qualified Local Government (QLG) status. The Joint Plan is the one the City is being billed \$5000 a year for the next 3 years. He explained that QLG status allows the City to apply for certain grants as well as other programs and services. Lynn Courson advised that the contract had not been presented nor approved for the Joint Comprehensive Plan.

She explained that the contract was sent to the previous City Administrator's email and was not received by other staff. Mr. Walker advised that the work has been completed and that he is involved with the planning of the Joint Plan. The Council and William Ashe discussed renegotiating the contract based on population the same as SPLOST funds are allocated. Mayor Parrott asked that staff to find out if we can continue using the City Plan or if we need to be a part of the Joint Plan to remain compliant. Motion made by C. C. Higginbotham, Jr., seconded by Robert Baird, to authorize William Ashe and Ken Walker to negotiate a cost for the plan based on population. Motion was unanimously approved and so declared by Mayor Parrott.

Motion made by Robert Baird, seconded by C. C. Higginbotham, Jr., to open a Public Hearing. Motion was unanimously approved and so declared by Mayor Parrott.

A Public Hearing to receive public comments on the following Alcohol License Renewals as called to order at 7:10 p.m.

- Capt. Stan's Smokehouse
- Woodbine IGA

Lynn Courson advised that both parties had submitted the required paperwork and fees.

No comments were received.

Motion made by Robert Baird, seconded by C. C. Higginbotham, Jr., to close the Public Hearing. Motion was unanimously approved and so declared by Mayor Parrott.

The Public Hearing was closed at 7:11 p.m.

Motion made by Robert Baird, seconded by Louise Mitchell, to open a Public Hearing. Motion was unanimously approved and so declared by Mayor Parrott.

The Public Hearing to receive comments for a Variance Request by Sherman G. Kelley, Jr was called to order at 7:12 p.m.

Property Owner:	Sherman G. Kelley, Jr.
Property Location:	127 Temple Terrace (W02-01-006)
Current Zoning:	R-1 (Low Density Residential)
Variance Request:	7' (Seven Foot) Rear Set-back

Mayor Parrott advised that the rear neighboring property owner has submitted a letter advising their approval of the request.

No comments were received.

Motion made by Robert Baird, seconded by Louise Mitchell, to close the Public Hearing. Motion was unanimously approved and so declared by Mayor Parrott.

The Public Hearing was closed at 7:13 p.m.

New Business:

Motion made by Robert Baird, seconded by C. C. Higginbotham, Jr., to approve the following Alcohol License Renewals:

- Capt. Stan's Smokehouse
- Woodbine IGA

The motion was unanimously approved and so declared by Mayor Parrott.

Motion made by C. C. Higginbotham, Jr., seconded by Donald Harrelson, to approve the Variance Request as presented. The motion was unanimously approved and so declared by Mayor Parrott.

Public Comment:

David Sweat complained that there are ditches and culverts in the City in need of weed eating and mowing. Councilor Higginbotham asked Mr. Sweat to provide staff with a list of these areas.

Casey Holland advised that the manhole at East 5th Street and Camden Avenue is loose and a danger to pedestrians.

The meeting adjourned at 7:19 p.m.

Steven L. Parrott
Mayor

Attest: _____
M. Lynn Courson
City Clerk