

**MINUTES OF A REGULAR MEETING
OF THE WOODBINE CITY COUNCIL
December 4, 2017
WOODBINE CITY HALL**

The regular meeting of the Woodbine City Council held on December 4, 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 Administrative updates.

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 Robert Baird, seconded by C. C. Higginbotham, Jr., to approve the Agenda with the following amendments removing 9.b. Alcohol Public Hearing for Snappy Foods.

Motion made by C. C. Higginbotham, Jr., seconded by Louise Mitchell, to approve the Minutes of the November 6, 2017 City Council Meeting as presented. Motion was unanimously approved and so declared by Mayor Parrott.

Old Business:

Ken Walker stated that the electrical work on the Old Fire Station should be completed soon. Ronny Smith said that he would suggest not placing a fence behind the building because the City needs access to the wellhead located there. Lynn Courson advised that the lot would need to be subdivided as the building shares the lot with the Records Retention Building. Motion made by Robert Baird, seconded by C. C. Higginbotham, Jr., to have staff get a survey done on the property and have it subdivided. Motion was unanimously approved and so declared by Mayor Parrott.

Ken Walker advised that a letter has been sent by William Ashe to Camden County to request a reevaluation of the way the CRC Professional Services contract was assessing the fee owed by the City. He stated that no response has been received as yet. William Ashe stated that the letter expressed concerns about the benefits received from the services and the fact that the upcoming SPLOST funds may be less than prior ones.

Lynn Courson presented a letter of support from the JDA for the access road to the proposed Coastal Pines Technical College. Ms. Courson stated that an almost identical letter had been

approved March 6, 2017. She further advised that the cost breakdown had just been received from the County separate from the letter. Mr. Walker stated that he believes that funds can be taken from SPLOST. The Mayor and Council discussed the cost of the project and where the funds would come from. Motion made by Robert Baird, seconded by C. C. Higginbotham, Jr., to approve the letter of support but not the budget presented. 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 was called to order at 6:50 p.m.

- Friends Food, LLC
- Krusty Krab

Lynn Courson advised while both parties had submitted the renewal payment she had not received the required renewal application from Friends Food LLC.

Casey Holland spoke in favor of renewing the license for Krusty Krab.

No further 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 6:51 p.m.

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

A Public Hearing to receive public comments on the 2017 Millage Rate was called to order at 6:51 p.m.

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 6:52 p.m.

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

A Public Hearing to receive public comments on the 2018 Budget was called to order at 6:51 p.m.

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 6:53 p.m.

New Business:

Motion made by Robert Baird, seconded by Donald Harrelson, to approve the Alcohol License for Krusty Krab but to wait on required documentation before approving Friends Food, LLC. The motion was unanimously approved and so declared by Mayor Parrott.

Motion made by C. C. Higginbotham, Jr., seconded by Robert Baird, to approve the 2017 Millage Rate of 3.5 Mills. The motion was unanimously approved and so declared by Mayor Parrott.

Motion made by Robert Baird, seconded by Louise Mitchell, to approve the 2018 budget. The motion was unanimously approved and so declared by Mayor Parrott.

Lynn Courson presented quotes for 5 new computers for City Hall and a new server. Ms. Courson and Samantha Young explained the issues staff was having with current computers. Mark Belcher with MLBA, Inc. explained that the age of these computers is consistent with them needing to be replaced. He further advised that the software will be compatible with new computers. Mr. Belcher stated that he can clean the old computers so that the City can donate them if they choose. He advised that they can be used in a searching internet capacity in a public use setting without concern. Motion made by C. C. Higginbotham, Jr., seconded by Louise Mitchell, to approve purchasing the 5 new computers, new server, and upgraded firewall for \$18,318.95 from SPLOST funds. The motion was unanimously approved and so declared by Mayor Parrott.

Public Comment:

Joseph Grunda, attorney for Wyman Westberry, stated that he wanted to address the Council about a billboard that had been located on property owned by Bill Smith on Spur 25. He explained that the billboard was damaged during a hurricane and needs to be rebuilt. Mr. Grunda explained that City staff had agreed to let Mr. Smith replace the billboard in December 2016 but now there seemed to be an issue doing so because of wording in the zoning ordinance. Mr. Grunda stated that there was no more than 50% replacement cost involved as the materials were already owned by Mr. Westberry. Robert Baird stated that there was still a cost for the materials at some point. Mayor Parrott stated that the City Attorney would meet with Mr. Grunda to discuss the matter.

The meeting adjourned at 7:16 p.m.

Steven L. Parrott
Mayor

Attest: _____
M. Lynn Courson
City Clerk