

**MINUTES OF A REGULAR MEETING  
OF THE WOODBINE CITY COUNCIL  
May 7, 2018  
WOODBINE CITY HALL**

The regular meeting of the Woodbine City Council held on May 7, 2018 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 Mayor Parrott.

Mayor Parrott asked that agenda review be moved ahead in the meeting.

Motion made by Robert Baird, seconded by, C. C. Higginbotham, Jr., to approve the Agenda with the following amendments: adding 5.b. Proclamation for National Crime Victims' Week and 10.h. Employee Pay Scale. Motion was unanimously approved and so declared by Mayor Parrott.

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:

Lynn Courson advised that John Gates with Toys for Tots was not in attendance for his presentation.

Mayor Parrott presented a Proclamation proclaiming May 13 through May 19 as National Crime Victims' Rights Week.

Motion made by C. C. Higginbotham, Jr., seconded by Louise Mitchell, to approve the Minutes of the April 2, 2018 City Council Meeting as presented. Motion was unanimously approved and so declared by Mayor Parrott.

Old Business:

Lynn Courson presented a resolution allowing Sunday sales of alcohol by the drink referendum to be placed on the November election ballot. Motion made by C. C. Higginbotham, Jr., seconded by Robert Baird, to approve the resolution. Motion was unanimously approved and so declared by Mayor Parrott.

Motion made by Louise Mitchell, 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 Draft Comprehensive Plan was called to order at 6:52 p.m.

Ken Walker stated that the approval allows the plan to be transmitted to the Regional Development Commission. Councilor Higginbotham asked that a statement supporting the library be included with the plan to be submitted.

No other 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 6:55 p.m.

New Business:

Motion made by Robert Baird, seconded by C. C. Higginbotham, Jr., to approve the resolution to transmit the Comprehensive Plan. Motion was unanimously approved and so declared by Mayor Parrott.

Lynn Courson presented a request for waiver of fees on a delinquent 2016 tax bill for Maxine Garrett. Ms. Garrett stated that the bill was being mailed to an Atlanta address that she is not connected to. Ms. Courson explained that the address comes from what Camden County has on file and that none of the bills were returned to the City. Ms. Courson and the Council discussed the process of the tax collection and Ms. Garrett's notification of the delinquency. Lynn Courson went to research what address was listed on the County download for the last 3 years. Ms. Courson returned and advised that 2015, 2016, and 2017 taxes were all sent to the 522 Lincoln Court, Atlanta address. The Council asked Lynn Courson to research prior years information to obtain where the bill was sent at that time. Motion made by Robert Baird, seconded by C. C. Higginbotham, Jr., to suspend additional interest charges until the matter is resolved at the next meeting. Motion was unanimously approved and so declared by Mayor Parrott.

Ronny Smith advised that no bids were received on the Public Works Storage Pavilion. Mr. Smith asked when the Council would like to send it out for bid again. The Council agreed to wait until the Fall to re-bid the building.

Ronny Smith presented the bid tabulation for a Grapple Arm Truck. Mr. Smith stated that the bid from Wade Ford was a state contract amount and is the lowest and most acceptable bid. Ronny Smith and the Council discussed details of the truck. Motion made by C. C. Higginbotham, Jr., seconded by Robert Baird, to approve the bid from Wade Ford in the amount of \$119,520.00 to be paid out of SPLOST funds. Motion was unanimously approved and so declared by Mayor Parrott.

Lynn Courson presented quotes for an additional hydrant meter. Ms. Courson advised that staff would like to purchase an addition meter because there has been an increase in companies needing to use our hydrant water. She asked the Council if they would like to consider raising the hydrant rental rates. She advised of the staff time and effort it takes to supply the service.

Ms. Courson and the Council discussed the rates and possible changes. The Council asked staff to bring a requested increase for the rates to the next meeting. Motion made by Robert Baird, seconded by C. C. Higginbotham, Jr., to purchase an additional hydrant meter for \$649.00. Motion was unanimously approved and so declared by Mayor Parrott.

Lynn Courson presented a request from the Coastal Regional Commission (CRC) for reappointment of Craig Root as the Non-Public Representative to serve on the CRC council. Motion made by C. C. Higginbotham, Jr., seconded by Louise Mitchell, to approve the reappointment. Motion was unanimously approved and so declared by Mayor Parrott.

Mayor Parrott presented the Council with proposed SPLOST 8 breakdown and priority list generated by Camden County. Donald Harrelson recused himself from the discussion. The Mayor and Council discussed the list and the fact that the County is considering cutting the City's collection percentage. Mayor Parrott advised that there will be changes made as discussions continue. He asked that the Council look over the lists and speak to the County Commissioners regarding their concerns about the proposed changes.

Mayor Parrott presented the Council with a comparison of the City's pay scale with other cities. He stated that we have lost employees due to lower pay. Mayor Parrott asked the Council to consider raising the average to be competitive with other pay scales. The Council directed Ken Walker and Ronny Smith to present a proposed change based on skills the employee has or acquires.

Public Comments:

Janet Heath commented on the proposed SPLOST percentages. She disapproved of some of the proposed changes including closing the Woodbine Health Department location.

Pat Betchik listed his experience as a radio technician. He stated that the proposed County changes involving combining the 911 center, EOC Building, and a fire station to a location in Kingsland would not be in the best interest of the citizens of Camden County. Mr. Bechick advised that it would be better served if located in Woodbine which is more centrally located. He offered his help if needed for more information regarding radio coverage.

The meeting adjourned at 8:05 p.m.

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Steven L. Parrott  
Mayor

Attest: \_\_\_\_\_  
M. Lynn Courson  
City Clerk