

**MINUTES OF A REGULAR MEETING  
OF THE WOODBINE CITY COUNCIL  
November 5, 2018  
WOODBINE CITY HALL**

The regular meeting of the Woodbine City Council held on November 5, 2018 was called to order at 6:30 p.m. by Mayor Steven Parrott, with the following Councilors present: Robert Baird, C.C. Higginbotham, Jr., Donald Harrelson and Louise Mitchell. City officials present: City Attorney William Ashe 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 gave an update on Public Works activities. Samantha Young gave a Finance update. Lynn Courson gave an Administrative update.

Presentations – Joey Cason from Camden County Public Services Authority (PSA) introduced himself as the new director. Mr. Cason gave an update on the PSA budget and finances. He advised that there will be a meeting with all the local government officials to answer any questions they may have regarding the PSA. Mr. Cason and the Council discussed ownership of the parks the PSA maintains. Joey Cason advised that the finance department is reviewing all costs associated with PSA programs to adjust the budget accordingly. He also advised that as soon as the GBI is finished with the forensic audit of the PSA it will be released.

Motion made by C. C. Higginbotham, Jr., seconded by Louise Mitchell, to approve the Agenda with the following amendments: add item 13.c. Invoice from Landfill and 13.d. Grant Writing Class. Motion was unanimously approved and so declared by Mayor Parrott.

Motion made by Robert Baird, seconded by C. C. Higginbotham, Jr., to approve the Minutes of the October 1, 2018 City Council Meeting as presented. Motion was unanimously approved and so declared by Mayor Parrott.

Motion made by C.C. Higginbotham, Jr., seconded by Robert Baird, to adjourn to an Executive Session to discuss personnel. Motion was unanimously approved and so declared by Mayor Parrott.

The Executive Session convened at 7:15 p.m.

Motion made by Robert Baird, seconded by C. C. Higginbotham, Jr., to reconvene the Regular Meeting. Motion was unanimously approved and so declared by Mayor Parrott.

The Regular Meeting reconvened at 7:32 p.m.

Mayor Parrott advised that no votes were taken during the Executive Session.

Old Business:

Samantha Young reported that the batteries have not been installed at the Treatment Plant for the Solar Project. William Ashe advised that the engineer on the project would have to file a notice to terminate the contract with Greenavations. He stated that the Council may want to consider filing a failure of consideration. Council asked staff to check with other communities that have done the same project with Greenavations. Samantha Young

stated that she believed the batteries were an addition to the original contract. Robert Baird asked staff to find out if the Council approved the addition to the contract. He also requested more information about the specifications of the batteries. Dr. Baird asked that the topic be moved to the upcoming Called Meeting under Executive Session as possible litigation.

Ronny Smith advised that he has a meeting set with the engineers to discuss the drainage project. He stated he would bring information to the next City Council Meeting.

Lynn Courson presented a resolution for abandoning the unopened portion of West 9<sup>th</sup> Street for Ashley Kelley. She advised that Ms. Kelley's attorney required this to be done by resolution. Motion made by Robert Baird, seconded by C.C. Higginbotham, Jr., to approve the resolution. Motion was unanimously approved and so declared by Mayor Parrott.

Lynn Courson stated that Advanced Disposal provided a sample garbage services contract to William Ashe so he could make any changes necessary. She advised that it would need to go back to Advanced Disposal's legal department for finalization. Ms. Courson further advised that the Council would decide what the definition of indigent customer is if they wanted to include that in the contract.

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 7:49 p.m.

- Snappy Foods
- Woodbine IGA

Lynn Courson advised that both parties had submitted the required paperwork and fees. She further stated that the Truck Stop, Krusty Krab, and Captain Stan's smokehouse had not submitted their paperwork or 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 7:50 p.m.

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 2019 Budget and 2018 Millage Rate was called to order at 7:49 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 7:50 p.m.

New Business:

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

- Snappy Foods
- Woodbine IGA

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

Mayor Parrott presented a proposed change to the Purchasing Policy which would encourage local vendors to competitively bid on City projects. He explained that the other local municipalities include variations of this language in their purchasing policies. The Council discussed the proposed policy change. The Council instructed staff to come up with a change that includes contracts under \$100,000 and within 5% of other bids.

Motion made by Robert Baird, seconded by C.C. Higginbotham, Jr., to approve moving money in the 2019 budget to pay the additional fees from the Landfill. The motion was unanimously approved and so declared by Mayor Parrott.

Motion made by C.C. Higginbotham, Jr., seconded by Robert Baird, to approve funds to send Samantha Young to grant writing training. The motion was unanimously approved and so declared by Mayor Parrott.

Public Comments:

Sheila Sapp requested consideration to offer Wi-Fi available to the entire city since there is a new cell tower going up. She also suggested looking into having outdoor movies or other events at the Old Theater Park.

Robert Baird informed the Council that Janet Heath asked him to relay her thanks for donating the air conditioning unit to the Woodbine Public Library.

The meeting adjourned at 8:10 p.m.

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Steven L. Parrott  
Mayor

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