

**MINUTES OF A REGULAR MEETING  
OF THE WOODBINE CITY COUNCIL  
January 6, 2020  
WOODBINE CITY HALL**

The regular meeting of the Woodbine City Council held on January 6, 2020 was called to order at 6:30 p.m. by Mayor Pro tem Mitchell, with the following Councilors present: Richard Baird, C.C. Higginbotham, Jr., Louise Mitchell and Phyllis Drummond. City officials present: City Administrator Samantha Young and Deputy City Clerk Elaine Koch. See sign-in sheet for others present.

The Pledge of Allegiance was led by Louise Mitchell.

The invocation was led by Louise Mitchell.

Motion made by C.C. Higginbotham, Jr., seconded by Richard Baird, to appoint Louise Mitchell as Mayor Pro tem. Voting was as follows: Ayes – Higginbotham, Baird, Drummond. Nays – None. Abstentions – Mitchell. The motion was declared approved.

Judge Robert C. Sweatt administered the Oaths of Office to Kizziler Knight as Mayor, Louise Mitchell as Mayor Pro tem, Phyllis Drummond as City Council Member, Richard Baird as City Council Member. Mayor Knight administered the Oath of Office to Judge Robert C. Sweatt as Municipal Judge. (Oaths attached).

Presentations: Samantha Young presented a service award to Keith and Pat Kelley, for 26 years of service to Camden County and the City of Woodbine.

Work Session:

Jimmie Cohen gave a Public Works update. Elaine Koch gave an Administrative update. Samantha Young gave a Finance and Administrative update. Beth Gowen gave a Tree Board update.

Motion made by C.C. Higginbotham, Jr., seconded by Louise Mitchell, to approve the Agenda as amended, removing 9a. Consideration of Aerator Repairs, 9b. Consideration of Lift Station Repairs, and 10a. Discussion Regarding Tiny Homes. Motion was unanimously approved and so declared by Mayor Knight.

Motion made by C.C. Higginbotham Jr., seconded by Louise Mitchell, to approve the Minutes of the December 2, 2019 City Council Meeting as presented. Motion was unanimously approved and so declared by Mayor Knight.

Old Business:

Motion made by C.C. Higginbotham, Jr., seconded by Phyllis Drummond to approve the appointments of Sheila Sapp and Louise Mitchell to the Joint Development Authority (JDA). Motion was unanimously approved and so declared by Mayor Knight.

Motion made by C.C. Higginbotham, Jr., seconded by Louise Mitchell to approve the appointment of Matthew Turner to the Camden County PSA board. Motion was unanimously approved and so declared by Mayor Knight.

Joey Cason of the Camden County PSA board, at the request from C.C. Higginbotham, Jr., gave a brief update about ongoing projects in Woodbine. Mr. Cason stated that based on new State legislature, Mayor Knight would also have to be appointed to the Camden County PSA board.

Motion made by C.C. Higginbotham, Jr., seconded by Louise Mitchell to approve the appointment of Mayor Knight to the Camden County PSA board. Motion was unanimously approved and so declared by Mayor Knight.

Elaine Koch read the second reading of revisions to the following ordinance sections:

- Revision to Chapter 24 – Offenses and Miscellaneous Regulations, Sec.24-25 – Balloon Release

Motion made by C.C. Higginbotham, Jr., seconded by Rick Baird to have staff research further the need to include paper lanterns in this ordinance revision. Motion was unanimously approved and so declared by Mayor Knight.

- Revision to Chapter 12 – Article III – Trees, Sec. 12-56 – Trees for Memorial Purpose.

Motion made by C. C. Higginbotham, Jr., seconded by Louise Mitchell to accept the revision as read. Motion was unanimously approved and so declared by Mayor Knight.

- Revision to Appendix A – Zoning, Article XI Schedule of Fees 11.1 Schedule of Fees for Building/Construction Permits

Motion made by C.C. Higginbotham, Jr., seconded by Louise Mitchell to accept the revision as read. Motion was unanimously approved and so declared by Mayor Knight.

New Business – None

Public Comment – None

The meeting adjourned at 7:03 p.m.

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Kizziler Knight  
Mayor

Attest: \_\_\_\_\_  
Elaine J. Koch  
Deputy City Clerk