

**MINUTES OF THE REGULAR MEETING OF THE
WOODBINE CITY COUNCIL
January 9, 2023
WOODBINE CITY HALL**

The regular meeting of the Woodbine City Council held on January 9, 2023 was called to order at 6:30 p.m. by Mayor Knight, with the following Councilors present: C.C. Higginbotham, Jr., Richard Baird, Louise Mitchell and Phyllis Drummond. City officials present: City Administrator Samantha Young, City Clerk Elaine Koch.

The invocation was led by Mayor Knight.

The Pledge of Allegiance was led by Mayor Knight.

Mayor Knight asked Louise Mitchell if she would continue in the position of Mayor Pro tem. Ms Mitchell agreed to be re-appointed as Mayor Pro tem

Mayor Knight administered the Oaths of Office to Louise Mitchell as Mayor Pro tem, Due to a being unavailable, Mayor Knight will administer the Oath of Office to Judge Robert C. Sweatt as Municipal Judge at a later date. (Oaths attached).

Oaths of office will be signed on an individual basis at a later time

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

Presentations –

Mayor Knight proclaimed the week of January 22nd-28th, 2023 as Woodbine School Choice Week.

C.C. Higginbotham, Jr. asked to amend the agenda and add a discussion regarding the SPLOST 8 funds needed for replacing/rebuilding the culvert gate at Dunns Creek. Motion made by C.C. Higginbotham, Jr. and seconded by Phyllis Drummond to approve the agenda as amended. Motion was unanimously approved and so declared by Mayor Knight.

Motion made by C.C. Higginbotham, seconded by Phyllis Drummond to approve the minutes of the December 5, 2022, meeting as presented. Motion was unanimously approved and so declared by Mayor Knight.

Public Comments –

None

Motion made by Louise Mitchell, seconded by Rick Baird to go into Executive Session. Motion was unanimously approved and so declared by Mayor Knight

The Executive Session convened at 6:49 p.m.

Motion made by Rick Baird, seconded by Phyllis Drummond to reconvene the Regular Meeting. Motion was unanimously approved and so declared by Mayor Knight.

The Regular Meeting reconvened at 7:21 p.m.

Mayor Knight advised that no votes were taken and no decisions were made during Executive Session.

Old Business- None

New Business-

Motion made by C. C. Higginbotham, seconded by Phyllis Drummond to allow Public Works to purchase materials from SPLOST 8, for replacing/rebuilding a culvert gate in Duns Creek. Motion was unanimously approved and so declared by Mayor Knight.

Motion made by Louise Mitchell, seconded by Rick Baird to adopt the 2023 Elections Intergovernmental Agreement as presented. Motion was unanimously approved and so declared by Mayor Knight.

Motion made by C.C. Higginbotham, seconded by Phyllis Drummond to move Consideration of Planning Commission Applications to the February City Council Meeting. Motion was unanimously approved and so declared by Mayor Knight.

Motion made by C.C. Higginbotham, seconded by Rick Baird to approve the Qualification Fee for Office of the Mayor. Motion was unanimously approved and so declared by Mayor Knight.

Motion made by Rick Baird, seconded by Louise Mitchell to approve the Qualification fee for the Office of Two City Council Members. Motion was unanimously approved and so declared by Mayor Knight.

Samantha Young read the first reading of revisions to the following zoning ordinance sections for an increase in Water and Sewer rates and fees.

Revision to Chapter 36 – Utilities, Sec. 36-21-Water Service Rates and Charges (c)
Water Rates

Revision to Chapter 36 – Utilities, Sec. 36-48-Sewer Rates and Special Charges (l)
Sewer Rates

Revision to Chapter 36 – Utilities, Sec. 36-21-Water Service Rates and Charges (a l)
Water Deposit

Revision to Chapter 36 – Utilities, Sec. 36-48-Sewer Rates and Special Charges (6 a)
Sewer Deposit

Revision to Chapter 36 – Utilities, Sec. 32-21-Water Service Rates and Charges (i)
Water Bill Penalty

Revision to Chapter 36 – Utilities, Sec. 36-48-Sewer Rates and Special Charges (9)
Sewer Bill Penalty

Revision to Chapter 36 – Utilities, Sec. 36-21-Water Services Rates and Changes (j)
Water Administrative Reconnection Fees

Revision to Chapter 36 – Utilities, Sec. 36-21-Water Service Rates and Charges (l)
Water Returned Check Fees.

Revision to Chapter 36 – Utilities, Sec. 36-48-Sewer Rates and Special Charges (14)
Sewer Returned Check Fees

Revision to Chapter 36 – Utilities, Sec. 36-21-Water Service Rates and Charges (b)
Water Tap Fees

Revision to Chapter 36 – Utilities, Sec. 36-48-Sewer Rates and Special Charges (7)
Sewer Tap Fees

Motion made by Rick Baird, seconded by Louise Mitchell, to approve moving forward with the second reading of the ordinance change. Motion was unanimously approved and so declared by Mayor Knight.

The meeting adjourned at 8:06 p.m.

Kizziler Knight
Mayor

Attest: _____
Elaine J. Koch
City Clerk