

**MINUTES OF THE CALLED MEETING OF THE  
WOODBINE CITY COUNCIL  
November 16, 2023  
WOODBINE CITY HALL**

The called meeting of the Woodbine City Council held on November 16, 2023 was called to order at 11:00 a.m. by Mayor Knight, with the following Councilors present: C.C. Higginbotham, Jr., Rick Baird, Louise Mitchell and Phyllis Drummond. City officials present: City Administrator Samantha Young, City Clerk Elaine Koch and City Attorney Brian Corry and GMA Attorney Larry Evans via Zoom during Executive Session.

The Pledge of Allegiance was led by Mayor Knight.

The Invocation was done by Mayor Knight.

Mayor Knight asked that Personnel be added to Executive Session as Item c. Motion made by C.C. Higginbotham, seconded by Phyllis Drummond to approve the agenda as amended. Motion was unanimously approved and so declared by Mayor Knight.

Public Comments – None

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

The Executive Session convened at 11:02 a.m.

Motion made by Louise Mitchell, seconded by C.C. Higginbotham to reconvene the Regular Meeting. Motion was unanimously approved and so declared by Mayor Knight.

The Regular Meeting reconvened at 1:31 p.m.

Mayor Knight advised there were no votes and no descisions made regarding Litigation; there were no votes taken and no decisions made regarding Contracts. In the matter of Personnel, the Council approved a part-time position be added for the purpose of assisting with bookkeeping duties. The hiring of this position will be at the discretion of the City Administrator.

Darren Harper joined the meeting at 1:33 p.m.

Mayor Knight and Council asked that an additional Executive Session be added to the agenda for a discussion regarding Real Estate.

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

The Executive Session convened at 1:39 p.m.

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

The Regular Meeting reconvened at 2:16 p.m.

Mayor Knight advised that no votes and no descisions were made on the matter of Real Estate.

The Meeting adjourned at 2:17 p.m.

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Kizziler Knight  
Mayor

Attest: \_\_\_\_\_

Elaine J. Koch  
City Clerk