



**City of Walthourville Mayor and Council Meeting  
February 26, 2024 @ 6:00 PM  
Walthourville Police Department**

## **Agenda**

### ***The Honorable Mayor Sarah B. Hayes, Presiding***

The Honorable Mayor Pro Tem Luciria L. Lovette    The Honorable Mitchell Boston  
The Honorable Patrick Underwood                         The Honorable Bridgette Kelly  
The Honorable Robert Dodd

Luke R. Moses, City Attorney  
Fire Chief, Nicolas Maxwell  
Police Chief, Christopher Reed

- |      |                                   |                             |
|------|-----------------------------------|-----------------------------|
| I.   | Meeting Called to Order:          | <b>Mayor Sarah B. Hayes</b> |
| II.  | Roll Call:                        | <b>City Clerk</b>           |
| III. | Invocation                        | <b>Appointee</b>            |
| IV.  | Pledge of Allegiance:             | <b>In Unison</b>            |
| V.   | Adoption of City Council Agenda:  | <b>Councilmembers</b>       |
| VI.  | Adoption of City Council Minutes: | <b>Councilmembers</b>       |

February 13, 2024 Regular Meeting  
February 13, 2024 Executive Session

- VII. Presentation(s):
- **Liberty County Board of Commissioners. The Honorable Justin Frasier**  
Economic Development Opportunities.
  - **Georgia Rural Water** **Mr. Bill Powell**  
City of Walthourville Water Rates Study Analysis.

VIII. Agenda Items:

1. LCPC

Ms. Lori Parks

**Business License Request for Heelz N Wheelz, LLC. (Private Membership Club).**

The Business Owner is Ms. Latonya Maxwell and the property owner is the late Charles Frasier. Heelz N Wheelz LLC is a private membership club operated by ladies first motorcycle club. The establishment is not open to the public it is a place of fellowship for the SEGA (Southeast Georgia Alliance) Motorcycle Club. There are 32 motorcycle clubs between Long, Liberty and Chatham Counties that are members of SEGA. There will be no alcohol served and they will only be operational on Tuesday night, which is called Hang Night and is a social event.

**Recommendation:** LCPC recommends approval, the property is zoned C2 (General Commercial).

2. City of Walthourville

Councilman Mitchell Boston

**City of Walthourville's Recycling.**

3. City of Walthourville

Councilman Mitchell Boston

**Gov Deals for City Vehicles.**

4. City of Walthourville

Mayor Pro Tem Luciria L. Lovette

**Johnnie Frasier Park the discussion of replacing fencing.**

IX. Department Reports

City of Walthourville Departments

- Water Department
- Fire Department
- Police Department

Mr. Patrick Golphin  
Chief Nicolas Maxwell  
Chief Christopher Reed

X. Governing Body Comments

Mayor Sarah B. Hayes  
Councilman Mitchell Boston  
Councilman Patrick Underwood  
Councilwoman Bridgette Kelly  
Mayor Pro Tem Luciria L. Lovette  
Councilman Robert Dodd

Office of the Mayor  
Post 1  
Post 2  
Post 3  
Post 4  
Post 5

XI. Citizens Comments

Walthourville Citizens

*Comments limited to 3 (three minutes) only.*

XII. Executive Session

None

XIII. Adjournment

Councilmembers

When an Executive Session is required, one will be called for the following issues:

**(1) Personnel (2) Real Estate or (3) Litigation**

**City of Walthourville**  
**Mayor and Council Meeting Minutes**  
**February 13, 2024**

I. Call to Order: The meeting was called to order at 6:11 PM by Mayor Sarah B. Hayes. The regular meeting was late starting due to the Work Session going over the allocated time.

II. Roll Call: The roll was taken by the City Clerk with the following members present:

Mayor Sarah B. Hyes	Mayor Pro Tem Luciria L. Lovette
Councilman Mitchell Boston	Councilman Patrick Underwood
Councilwoman Bridgette Kelly	Councilman Robert Dodd

The attendance of the council constituted a quorum.

Attorney Luke R. Moses was present.

III. The Invocation was given by Mayor Sarah B. Hayes.

IV. The Pledge of Allegiance was recited in unison.

V. Adoption of City Council Agenda: The motion to approve was made by Councilwoman Kelly and the second was added by Councilman Boston.

Vote: 5-0: Motion Carried Unanimously.

VI. Adoption of City Council Minutes: The motion to approve the regular meeting minutes from the January 23, 2024 meeting was made by Councilman Boston and the second was added by Councilman Dodd.

Vote: 4-1: Motion Carried.

Members voting favorably: Councilmembers Boston, Underwood Kelly and Dodd.  
Member opposing: Mayor Pro Tem Lovette.

VII. Presentation None

VIII. Agenda Items

1. LCPC Ms. Lori Parks  
Public Hearing for Rezoning Petition 2024-001-W. Ms. Parks presented a zoning request on behalf of Mr. Melving B. Bellmon to rezone 0.40 acres +/- from AR-1 (Agricultural Residential) to C-3 (Highway Commercial) for a barbeque restaurant. The property is located at the intersection of Dunlevie Road and Bobbie Street. Ms. Parks stated that applicant was Bruce Bellmon, he was born and raised in Allenhurst, Georgia in the Pray and Martin families. He moved to Atlanta in 1984 and cooked at several fine dining restaurants for over 40 years.



Ms. Parks additionally stated that there are unique conditions that support approval or denial because the property is located at the entrance of an established single-family subdivision and proximate to existing single-family residences. LCPC recommended disapproval.

Public Hearing was open for citizens in support of, or against the rezoning.

**Citizens Opposing:**

- Ms. Brenda Withers stated she supports businesses coming to Walthourville. However, her home is adjacent to the proposed rezoning, and she feels a business will affect her home. She is fearful that foot traffic through her yard will increase, and patrons will be dropping trash in her yard. She also added that noise will be a factor. She is asking the Mayor and Council to disapprove.

**Citizens Supporting:**

- None. The applicant was not present, nor was anyone on her behalf.

Councilman Underwood stated he resides in the subdivision behind the proposed rezoning, and he has spoken to the residents in the area and they oppose the rezoning.

The public hearing was closed and the motion to disapprove was made by Councilwoman Kelly and the second was added by Mayor Pro Tem Lovette.

Vote: 5-0: Motion Carried Unanimously

2. LCPC Ms. Lori Parks  
Mobile Home Permit for Sanders Road Parcel0-51 C003 for a double wide manufactured home. The owner is Hinesville Home Center and city water and sewer will be connected. The property is zoned AR-1 (Agricultural Residential) which allows double or single wide hones. Type B skirting will be used which is vinyl treated lumber. The motion to approve was made by Councilman Dodd and the second was added by Councilman Boston. Vote: 5-0: Motion Carried Unanimously

3. LCPC Ms. Lori Parks  
Mobile Home Permit for 9 Jones Court Parcel-051 A064 for a double wide manufactured home. The owner is Hinesville Home Center and city water and sewer will be connected. The property is zoned SFMH (Single-Family Manufactured Homes) and this allows double or single wide homes. Type B skirting will be used which can consist of vinyl treated lumber or masonry material. The motion to approve was made by Councilman Dodd and the second was provided by Councilwoman Kelly.

Vote: 5-0: Motion Carried Unanimously

4. LCPC Ms. Lori Parks  
Business License Request for ABL Tax Services. Ms. Parks stated the owner is Ms. Andrea Brown Lewis and her business will be located at 1512 Talmadge Road, and she will be providing full tax service to clients and no clients will be coming to her residence. The owner of the residence is Carolyn Walthour and she provided a letter of support that she approved for the business to be located at the home. Mrs. Brown-Lewis



was present and she spoke and said she would be doing taxes via online and phone conversations. The motion to approve was made by Councilman Boston and the second was added by Councilman Dodd. Vote: 5-0: Motion Carried Unanimously

5. City of Walthourville Mayor Sarah B. Hayes  
Keep Liberty Beautiful Proclamation. Mayor Hayes asked the KLB Representative to please stand. She read the Proclamation designating Friday February 16, 2024 as Arbor Day in the city. The motion to approve was made by Mayor Pro Tem Lovette and the second was added by Councilman Dodd.

Vote: 5-0: Motion Carried Unanimously.

6. City of Walthourville Councilman Mitchell Boston  
City Millage Rate. Councilman Boston stated he felt the city needed to act on setting a millage rate for the city. He is aware that meetings were previously held but from what he has researched these meetings were not official to establish a millage. Councilman Boston said the city's finances were exceeding the revenue that the city was receiving. He referenced as an example the city's Solid Waste (landfill) bill for January 2024. He stated the city's landfill bill was around \$11,000 and the fees collected for the landfill was roughly \$7,000 and that left a \$4,000 deficit and each month the city is losing money. Just this expense alone, with a deficit of \$4,000 monthly x 12 that equals \$48,000 annually that the city has to absorb.

Attorney Moses stated the council must set a rate for taxation before it can advertise the meetings. He further stated, "We can't just say, 'We're advertising to determine whether or not we're going to implement a millage rate' or 'we're going to implement a millage rate but we're going to tell the citizens the number at the end of the three meetings'". "We have to determine what the millage rate is and include that in the advertisements that go in the paper."

Councilman Dodd stated he spoke with Mrs. Glenda Roberts in the Tax Assessor's Office, and she reported if the city has all the meetings and a definitive rate set and if they can meet the March 31, 2024 deadline to have all submitted information the city can begin collection is 2025.

Attorney Moses stated the city would need to reach out to the Tax Commissioner because they would have to collect the millage and the city would need to know the amount the Tax Commissioner would charge for collection. All these components would need to be factored in.

Mayor Hayes stated most importantly the city will need to speak with Mr. Virgil Jones, Tax Commissioner, to determine the city's rate and that she would make contact with him.

Councilman Boston stated he had communicated with City CPA, Mr. Matthew Caines who informed him that 1mill equals \$1,000.

Councilwoman Kelly inquired about the three meetings needed to adhere to the March 31, 2024 deadline. Attorney Moses stated the city could have more than one meeting daily. The motion to set the dates to establish the city's millage rate was made by Councilwoman Kelly and the second was added by Mayor Pro Tem Lovette. The following dates and time were set for March 14<sup>th</sup>, at 5:00 PM and 7:00 PM and March 22<sup>nd</sup> at 5:00 PM with all meetings being held at the Walthourville Fire Department. Vote: 5-0: Motion Carried Unanimously.

#### 7. City of Walthourville

Mayor Sarah B. Hayes

City Fire Fee. Mayor Hayes stated the city implemented a Fire Fee of \$25.00 per household within the city limits who receives Fire Service in December of 2023. Currently, as of this meeting the fire fee has not been collected; therefore, this places the city in a deficit with the projected revenue the city should be collecting. The Fire Fee was suppose to start in January and here we are in February and we still don't have the Fire Fee. She additionally stated, "The fire fee is not something that anyone looks forward to doing," but it is necessary to keep the general fund from being overextended.

Councilman Boston said, "I think that we need a fire fee in order to get through this year, because a budget was passed with the fire fee. And currently not having a fire fee, we're not in compliance with the budget." He added, "I think it should be more equitable. I don't agree with a flat rate for everyone because we have commercial industry and residential households and different properties have different circumstances such as various square footage, different fire risk, but most importantly we need to act immediately.

Councilwoman Kelly stated, "I think we need some kind of fee, and we did say the Fire Fee and it will only be for this year, so I do support the Fire Fee." She also inquired asking when the millage takes effect, the fire fee will be discontinued, correct? Mayor Pro Tem Lovette said, "I'm not in support, because will confuse the citizens by starting off with a fire fee, which is only for the fire department. And then next year, we're going to bring a millage rate. And we're gonna impose that on the citizens. So, I'm not in support of imposing both of those at the same time on the citizens."

Councilman Dodd explained, "We won't start collecting until 2025. We'll be paying on it in 2024. "The previous council approved a \$25 fire fee. However, you guys did that, came up with that in the previous council, that's already done." "We, new councilmembers, inherited this situation, I think the question now is, how do we collect it?" Councilman Boston, added, "every month that we don't collect, that's \$65,000, roughly, that we are in the red." Mayor Pro Tem Lovette stated she still doesn't support a Fire Fee. Councilwoman Kelly asked the Mayor Pro Tem if she had any alternatives since she doesn't support the Fire Fee. The Mayor Pro Tem states she supports a Forensic Audit because everyone needs to know where the money is/went. She explained that the council opposes it, but it needs to be done." Councilman Boston said he did not support a forensic audit because he felt the issue was one of "more going out than what's coming in." Mayor Pro Tem Lovette asked, how did we derive at that?" Councilman Boston pointed to solid waste costs, which the city has not collected enough to cover. He said the city sent 241 tons to the landfill in



January, which cost about \$11,700, but that the city had only collected about \$7,000 to pay that bill, leaving a \$4,700 deficit. Losing that much monthly, multiply that amount monthly time 12 and the city is drastically in arrears.

Councilman Dodd added that city departments like fire and police, are growing and that the city needs to pay its employees enough to keep them from looking for work in other cities. Mayor Hayes added that the city's fire coverage area has grown, "Allenhurst has over 800 homes now and they did not have that many, prior.

Mayor Hayes asked Fire Chief Nicolas Maxwell to present his presentation, again. Chief Maxwell said Walthourville's current number of fire customers are based on the number of city water customers. Although the city does provide water service to a few customers outside the city, Chief Maxwell said the fire fee had to be adjusted because the city was not able to send bills out for January and February. Mayor Hayes and Councilwoman Kelly pointed out that, while the fire fee is based on the number of people who have water connections with the city, other customers are on well water and have sewer-only connections.

Chief Maxwell said the fire fee would go to "everybody that gets a bill from the City of Walthourville for water utility and sewage that live in the city limits. Those are the only people we can bill this fire fee to." He further added that he does not suggest billing vacant land, that has no structure on it. The Chief also said the city does not charge nor collect regulatory fees for things like fire inspections. He said he was made aware of a situation pertaining to a business in the city that received a cease-and-desist notice from DHP (Georgia Department of Public Health) and we can't do anything to assist because I don't have an inspector." He is also aware that the council fire fee was not a perfect solution to the budget issue. "We could sit here and legitimately poke holes in the fire fee all day," he said. "But the reason we decided to go forward with the fire fee is because the fire department is a tremendous expense. And in order to fund that, you have to have a revenue source — whether it be dedicated to fire only or not — we had to find a revenue source to continue to provide fire services.... We're not trying to sell a fire fee to residents for, 'you've gotten a service all these years for free; now you're gonna pay for it and get the same service.' We've made tremendous strides at the fire department in the past 6 to 8 months. Those things cost money and if the city collects and uses the fire fee prudently, the fire department will improve its capabilities which would lead to a better ISO Fire Safety Rating which will result in lower homeowners' insurance rates. The question was asked, "what if someone refuses to pay the fire fee? The Chief said the city could bill the property owner for the actual cost of the incident at their home, which could escalate in the tens of thousands of dollars. "What's likely to happen if you do that, and your insurance becomes aware that you chose not to pay \$26 a month, now you have a \$50,000 invoice from the city, they're probably gonna cancel your policy," Maxwell explained. "And they're probably not going to repair any of the damage that occurred. We're still waiting to hear back from some of the insurance adjusters that live in the area whether homeowners can expect to see a rollback in their premiums that are directly tied to the fire fee."



Councilman Dodd said of the fire fee, that we think it should be fair for everyone. "I think if one pays, all should pay and it should not matter if you are a landowner or resident, you're still paying property taxes here, so you should. It doesn't matter even if you don't have a structure and you own land there, you should pay". Chief Maxwell explained that the city fire department would respond to medical calls and put out structure fires and small grass fires, but that EMS runs medical calls, and a major brush fire would be handled by Georgia Forestry firefighters. "We're trying to install a fee that will enhance the capabilities that only we provide," he said. "No other fire department, no other entity is responding to a fire in a structure in the city of Walthourville, other than the Walthourville Fire Department and our neighbors that come to help us out." Chief Maxwell additionally added that he has spoken extensively with Garden City's Fire Chief, and they have been very successful in collecting their Fire Fee, the citizens comply.

Councilman Underwood said he had heard enough. We have had Chief Maxwell here too many times and it is time for us to make a decision. He stated he wants to proceed with this because it's getting aggravating to him. Today is probably my last day talking about this. He suggested a flat rate of \$25.00 for the next 10 months. This discussion keeps going on and on and on. Also, he stated he was tired of talking about a Forensic Audit. Councilwoman Kelly voiced her concern about increasing the water rates this year and Mayor Hayes said this problem would be tackled, first. The Fire Fee wasn't collected in January and February of this year; therefore, to stay on targeted budget projections the Mayor and Council decided instead of \$25.00 that was suppose to be collected over 12 months, the fee would be \$31.60 and would be collected over 10 years through December 2024.

Attorney Moses asked City Hall if the Fire Fee would be on the March bill. City Clerk Moss stated the reasoning the city could not collect the fee was due to the computers at City Hall. The city's software company stated the city's computers are outdated and to collect the fee they would need to be upgraded. City Hall is operating on Windows 8. Ms. Moss stated City Hall was tasked with obtaining the cost of replacing the computers at City Hall and to replace 10 the cost would be \$25,500.00, one computer cost \$1,650.00 due to the malware and firewalls that have to be placed on them to prevent a cyber or ransom attack. Ms. Moss stated Mayor Hayes said due to the cost they could order one and within the next few months another one could be purchased. Ms. Moss added to the Mayor and Council, "I want to beg you all, please. I know we can get the one, but is there any way you all could give us two?" Councilman Boston said that was feasible, especially if the \$25,000 that was allocated for the Forensic audit be reallocated to purchase the computers at City Hall, that would allow City Hall to get the computers to be able to do their work. Councilman Underwood said, he wholeheartedly agreed. Councilman Dodd made the motion to reallocate the \$25,000 from the Forensic Audit to purchase the City Hall computers and the second was added by Councilman Underwood.

Vote: 3-0-1: Motion Carried.

Councilmen Boston, Underwood and Dodd voted favorably.

Mayor Pro Tem Lovette voted no.

Councilwoman Kelly did not raise her hand, she stated she was in support of the fire fee but against the reallocation. Attorney Moses asked whether her vote was no or an abstention, Councilwoman Kelly said, "No, abstain, whatever you wanna call it", Mayor Hayes called again for the vote which was the same as before.

The motion to approve the Fire Fee of \$31.60 monthly beginning in March of 2024 and commencing in December of 2024 was made by Councilman Boston and the second was added by Councilman Underwood. Vote: 3-0-1 Motion Carried.

Members voting favorably was Councilmen Boston, Dodd and Underwood.

Mayor Pro Tem Lovette opposed.

Councilwoman Kelly stated, "I'm not voting because I already said what I had to say about it," abstaining or whatever you wanna say." She then asked if one computer was \$1,650.00 why were the computers so expensive? Mayor Hayes stated the \$25,000 entailed 10 computers, installation charges, software configurations and firewalls to prevent hacking and ransoms.

## IX. Department Reports

## City of Walthourville Departments

### Water Department

### Mr. Patrick Golphin

Mr. Golphin was absent due to being ill. Report was given by Shana T. Moss. The city will close Shaw Road on Thursday February 15<sup>th</sup> due to a Water/Sewer project. She stated the notice of the road closure and water service interruption has been advertised on WTOC, WSAV, the Coastal Courier, and the City Facebook and Website pages. Councilman Dodd complimented the City Hall Team on the public exposure and awareness.

### Fire Department

### Chief Nicolas Maxwell

Gave the Fire Department statistics and stated they have been busy. He referenced the train fatality and stated the fire department was immediately on the scene and the city's ATV vehicles that were purchased with USDA Grant Funds proved to be vital in the fatality search. Mayor Pro Tem Lovette asked if any of the firefighters had expressed a need for mental health counseling? Chief Maxwell stated Fire Chief Chaplain Richard D. Hayes had been contacted but all the firefighters stated they were fine.

### Police Department

### Chief Christopher Reed

Reported that he and Major Hook attended Chiefs Day at the State Capitol. They witnessed the legislature in session. He gave the departments statistics and reported about the log truck incident that occurred on February 5<sup>th</sup> and closed Talmage Road for about 4 hours. He reported the Officer that was injured in a vehicle accident in 2022 was still out and would be undergoing an additional surgery.

## X. Mayor and Council Comments

## Elected Officials

### Parks and Recreation

### Mayor Pro Tem Luciria L. Lovette

Reported about the fence at the Park and that it needed to be replaced.

### Public Works

### Councilman Mitchell Boston

Reported that Public Works was progressing. He reiterated the information he had stated previously about the Solid Waste (landfill) Bill and that the city was losing almost \$4,000 monthly. He stated he was still gathering information about the city's Sanitation Collection.



**Youth Council**

**Councilman Patrick Underwood**

Reported the city will host an Easter Egg Hunt on Saturday March 30<sup>th</sup> from 12:00PM-2:00 PM. He further added that no city funds would be used. The city will obtain sponsors and donations will be accepted. The event will occur at Johnnie Frasier Park and will be complete with a Easter Bunny and a Bounce House. Attorney Moses told Councilman Underwood that his office would be one of the sponsors.

**Special Projects**

**Councilwoman Bridgette Kelly**

Reported the city will be having its 50 Year Celebration and the events will be held in September. More information will be forthcoming.

**Emergency Update**

**Councilman Robert Dodd**

Stated he worked with Ms. Moss to obtain the city’s re-entry passes from GEMA. He suggested that only the critical workforce be given the passes in the event of an emergency/evacuation. There is an SOP that accompanies the passes, and the SOP is in City Hall.

**Mayor’s Corner**

**Mayor Sarah B. Hayes**

Reported the City’s 50<sup>th</sup> Year Celebration will be held in September, and she is asking each Councilmember to assist and participate. She suggested a Youth Weekend and asked Councilman Underwood to facilitate that weekend. She further suggested a Senior Citizens weekend or perhaps a Dirt Bowl (Basketball) Tournament.

**XI. Citizens Comments**

1. Ms. Gwendolyn Dykes commented on the Fire Fee. She stated she doesn’t mind paying her Fair Share, but why are we not figuring out the specifics of the Fire Fee and what everyone business and residential is having to pay.

2. Dr. Cathy Jennings commented that this was her first time attending a council meeting. She learned a lot of information tonight. She stated she would appreciate more information when the Mayor and Council have intentions of raising fees. She added that she learned tonight by attending that the city is discussing millage and property taxes, water rates were mentioned, and all of these things will affect all citizens. She also stated she works with computers and everything the lady (City Clerk) stated was correct. Computers are expensive and they must have firewall protection.

**XII. Executive Session**

**Attorney Luke R. Moses**

At 7:47 PM a motion to enter into Executive Session for litigation was made by Councilwoman Kelly and the second was added by Councilman Underwood.

Vote: 5-0: Motion Carried Unanimously.

At 8:14 PM a motion to exit Executive Session and re-enter Open Session was made by Mayor Pro Tem Lovette and the second was added by Councilman Underwood.

Vote: 5-0: Motion Carried Unanimously.

**XIII. Adjournment:**

**Councilmembers**

At 8:16 PM a motion to adjourn was made by Councilwoman Kelly and the second was added by Councilman Boston.

Vote: 5-0: Motion Carried Unanimously.



# **PRESENTATION**

**Liberty County Board of Commissioners**



**The Honorable Commissioner Justin L. Frasier**

**District 2**

# PRESENTATION



*Water is Life* 

Training & Technical Assistance for Water and Wastewater Systems throughout Georgia

**Mr. Bill Powell**

Georgia Rural Water Rate Increase Study

Liberty Consolidated Planning Commission – Report

**Governing Authority: The City of Walthourville**



Mayor & Council Date: February 26, 2024

Business License: Heelz N Wheelz (Private Membership Club)

Business Owner: Latonya Maxwell

Property Owner: Charles C. Frasier

Address: 5253 W. Oglethorpe Hwy. Parcel 050C031

Zoned: C2 (General Commercial)

Comments: In Section 18-48 code 86 of the City's Municode a membership organization is required to have a business license.

Recommendation: APPROVAL

LCPC Staff: *Lori Parks*

Lori Parks  
Zoning Administrator

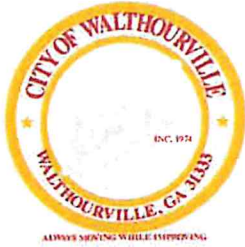
2-22-24  
Date



Heelz N Wheelz LLC is a private membership club operated by ladies first motorcycle club. The establishment is not open to the public it is a place of fellowship for the SEGA (Southeast Georgia Alliance) Motorcycle Community. There are 32 motorcycle clubs between Long, Liberty and Chatham counties that are members of SEGA.

Latonya Maxwell stated no alcohol is served. They are only open on Tuesday night which is called a Hang Night and is a social event.

The building is rented from the Frasier family. Lease agreement is attached.



City of Walthourville Business License Division

Mailing Address: P.O Box K  
Walthourville, GA 31333  
Office Location 222 Busbee Road  
Walthourville, GA 31333  
Phone:(912) 368-7501

Web site address- [www.cityofwalthourville.com](http://www.cityofwalthourville.com)

Application For corporation or limited Liability Company LLC  
Occupation Tax Certificate

\*The application must be filled out completely to obtain a City of Walthourville Occupation Tax Certificate. Payment must be filed with the application to obtain a City of Walthourville Occupation tax Certificate. This application will not be processed if it is not accompanied by the appropriate tax fee. **You will not be billed.** Please print with ink or type. In order for the appropriate tax or fee to be determined the application accompanied by all appropriate documents must be submitted in person.

Pursuant to The Georgia Immigration Reform Act that was passed by the State Legislature and signed by the Governor all persons applying for renewing a City of Walthourville Tax Certificate must provide a secure and verifiable document as required by O.C.G.A 50-36-1(e) (1) and sign and notarize the affidavit required by O.C.G.A 50-36-1 (e) (2) and the affidavit required by O.C.G.A 36-60-6 (d).

This Business is:  New Application  
 Ownership Change / Date ownership changed & Certificate # \_\_\_\_\_  
 I am filling a name/or address change for Certificate# \_\_\_\_\_

Name business as Heelz N Wheelz Business Phone# 770 951-9744  
Name of Corporation/LLC\* Heelz N Wheelz LLC  
Business Address 5253 West Oglethepe Hwy Walthourville, GA 3133  
Mailing Address Lea Shane DTEJ RD N.E. Ludlow, GA 31316  
Email Address LmcSavannah@gmail.com

Full Detailed Description of Business Heelz N Wheelz is a private membership club

Operated by Ladies First Motorcycle Club. The establishment is not open to the public but it's a place of fellowship for the Segg MC community/Segg

Date Business began in City of Walthourville Dec 1, 2023

#of employees in City of Walthourville 0 E-verify# (Required if 11 or more employees \_\_\_\_\_)

State Sales Tax ID# \_\_\_\_\_ Federal ID # \_\_\_\_\_

Owner Name Latonya Maxwell SS# \_\_\_\_\_ DOB 2-1-69

Home Address Lea Shane DTEJ/RD NE Apt# \_\_\_\_\_ City Ludlow State GA Zip 31316

\*\*\* All electrical, mechanical, plumbing, well drilling contractors, mobile home dealers, mobile home installers, and any other contractor that is required to have a State of Georgia License will be required to attach a copy of the license to this application before insurance.  
\*\*\*All commercially used building may be subject to an inspection for fire and safety code compliance prior to any certificate of occupancy or business license being issued.

Are you, the applicant the corporation, LLC or any shareholder currently delinquent in payment of any taxes or fees to any state or local government? NO If yes, please indicate the type of tax or fee, and the amount due with the reason the tax is delinquent.

If this property is zoned residential, no clients Employees, sales, deliveries, storage of inventory, Or equipment are allowed on the premises. Only One commercial vehicle not to exceed 12,500 lbs Gross weight used as transportation by the occupant May be parked at the residence.

I swear or affirm that I have obtained or will obtain within thirty days of the date of this application a City of Walthourville Certificate of Occupancy as required by the city ordinances.

I will comply with the Zoning Restrictions stated above: LJM (initials)

Signature: Latonya Maxwell

Latonya Maxwell affirm that the facts stated by me are true, I understand any misrepresentation or fraudulent statement is grounds for automatic dismissal of this application and/revocation of the license. I understand that all signs displayed on my premise must be permitted by the City of Walthourville, I further understand that my business must operated in compliances with all applicable state, federal & local laws, ordinances & regulations, & that the granting of this occupation tax certificate or payment of this occupation tax does not waive the right of any federal, state or local entity to regulate & enforce laws, ordinances & regulations. I understand that all decisions of Business License Division may be appealed to the City of Walthourville.

This 12<sup>th</sup> day of February, 2024.

Signature of applicant Latonya Maxwell legibly print name Latonya Maxwell

**This application must be approved by the Liberty County Planning Commission**

Tax Map & Parcel# 050C031

Zoning Classification C2

Approved by: Lori Parks

Date Approved: \_\_\_\_\_

Date the request will be presented to Mayor and Council: 2-26-24

**\*\*\*APPLICANT MUST COMPLETE THE AFFIDAVITS AND PROVIDE A SECURE AND VERIFIABLE DOCUMENT\*\*\***



O.C.G. A. § 50-36-1(e)(2) AFFIDAVIT

By executing this affidavit under oath, as an applicant for a loan, grant, tax credit and/or other public benefit, as referenced in O.C.G.A. § 50-36-1, administered by the Georgia Department of Community Affairs, the undersigned applicant verifies one of the following with respect to my application for a public benefit:

- 1)  I am a United States Citizen.
- 2)  I am a legal permanent resident of the United States.
- 3)  I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act with an alien number issued by the Department of Homeland Security or other federal immigration agency.

My alien number issued by the Department of Homeland Security or other federal immigration agency is: \_\_\_\_\_.

The undersigned applicant also hereby verifies that he or she is 18 years of age or older and has provided at least one secure and verifiable document, as required by O.C.G. A. § 50-36-1(e)(1), with this affidavit.

The secure and verifiable document provided with this affidavit can best be classified as: \_\_\_\_\_.

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of O.C.G.A. 16-10-20, and face criminal penalties as allowed by such criminal statute.

Executed this the 12 day of February, 2024 in Hiram (city), GA (state).

Latonya Maxwell  
\*Signature of Applicant

Latonya Maxwell  
Printed Name of Applicant

SUBSCRIBED AND SWORN  
BEFORE ME ON THIS THE  
12 DAY OF February, 2024

Kelly Wiggins  
NOTARY PUBLIC

My Commission Expires:  
4-5-24



\*This Affidavit must be signed by the same person who executes the Application Certification Form Letter

**Secure and Verifiable Documents Under O.C.G.A. § 50-36-2**  
Issued August 1, 2011 by the Office of the Attorney General, Georgia

The Illegal Immigration Reform and Enforcement Act of 2011 (“IIREA”) provides that “[n]ot later than August 1, 2011, the Attorney General shall provide and make public on the Department of Law’s website a list of acceptable secure and verifiable documents. The list shall be reviewed and updated annually by the Attorney General.” O.C.G.A. § 50-36-2(f). The Attorney General may modify this list on a more frequent basis, if necessary.

The following list of secure and verifiable documents, published under the authority of O.C.G.A. § 50-36-2, contains documents that are verifiable for identification purposes, and documents on this list may not necessarily be indicative of residency or immigration status.

- A United States passport or passport card [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A United States military identification card [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A driver’s license issued by one of the United States, the District of Columbia, the Commonwealth of Puerto Rico, Guam, the Commonwealth of the Northern Marianas Islands, the United States Virgin Island, American Samoa, or the Swain Islands, provided that it contains a photograph of the bearer or lists sufficient identifying information regarding the bearer, such as name, date of birth, gender, height, eye color, and address to enable the identification of the bearer [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- An identification card issued by one of the United States, the District of Columbia, the Commonwealth of Puerto Rico, Guam, the Commonwealth of the Northern Marianas Islands, the United States Virgin Island, American Samoa, or the Swain Islands, provided that it contains a photograph of the bearer or lists sufficient identifying information regarding the bearer, such as name, date of birth, gender, height, eye color, and address to enable the identification of the bearer [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A tribal identification card of a federally recognized Native American tribe, provided that it contains a photograph of the bearer or lists sufficient identifying information regarding the bearer, such as name, date of birth, gender, height, eye color, and address to enable the identification of the bearer. A listing of federally recognized Native American tribes may be found at:  
<http://www.bia.gov/WhoWeAre/BIA/OIS/TribalGovernmentServices/TribalDirectory/index.htm> [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A United States Permanent Resident Card or Alien Registration Receipt Card [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- An Employment Authorization Document that contains a photograph of the bearer [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A passport issued by a foreign government [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]

- A Merchant Mariner Document or Merchant Mariner Credential issued by the United States Coast Guard [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A Free and Secure Trade (FAST) card [O.C.G.A. § 50-36-2(b)(3); 22 CFR § 41.2]
- A NEXUS card [O.C.G.A. § 50-36-2(b)(3); 22 CFR § 41.2]
- A Secure Electronic Network for Travelers Rapid Inspection (SENTRI) card [O.C.G.A. § 50-36-2(b)(3); 22 CFR § 41.2]
- A driver's license issued by a Canadian government authority [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A Certificate of Citizenship issued by the United States Department of Citizenship and Immigration Services (USCIS) (Form N-560 or Form N-561) [O.C.G.A. § 50-36-2(b)(3); 6 CFR § 37.11]
- A Certificate of Naturalization issued by the United States Department of Citizenship and Immigration Services (USCIS) (Form N-550 or Form N-570) [O.C.G.A. § 50-36-2(b)(3); 6 CFR § 37.11]
- In addition to the documents listed herein, if, in administering a public benefit or program, an agency is required by federal law to accept a document or other form of identification for proof of or documentation of identity, that document or other form of identification will be deemed a secure and verifiable document solely for that particular program or administration of that particular public benefit. [O.C.G.A. § 50-36-2(c)]



**Private Employer Affidavit Pursuant To O.C.G.A. § 36-60-6(d)**

By executing this affidavit under oath, the undersigned private employer verifies one of the following with respect to its application for a business license, occupational tax certificate, or other document required to operate a business as referenced in O.C.G.A. § 36-60-6(d):

**Section 1. Please check only one:**

(A) \_\_\_\_\_ On January 1<sup>st</sup> of the below-signed year, the individual, firm, or corporation employed more than ten (10) employees<sup>1</sup>.

\*\*\* If you select Section 1(A), please fill out Section 2 and then execute below.

(B) \_\_\_\_\_ On January 1<sup>st</sup> of the below-signed year, the individual, firm, or corporation employed ten (10) or fewer employees.

\*\*\* If you select Section 1(B), please skip Section 2 and execute below.

**Section 2.**

**The employer has registered with and utilizes the federal work authorization program in accordance with the applicable provisions and deadlines established in O.C.G.A. § 36-60-6. The undersigned private employer also attests that its federal work authorization user identification number and date of authorization are as follows:**

\_\_\_\_\_  
Name of Private Employer

\_\_\_\_\_  
Federal Work Authorization User Identification Number

\_\_\_\_\_  
Date of Authorization

-----  
**I hereby declare under penalty of perjury that the foregoing is true and correct.**

**Executed on \_\_\_\_\_, \_\_\_\_\_, 201\_\_ in \_\_\_\_\_ (city), \_\_\_\_\_ (state).**

\_\_\_\_\_  
**Signature of Authorized Officer or Agent**

\_\_\_\_\_  
**Printed Name and Title of Authorized Officer or Agent**

SUBSCRIBED AND SWORN BEFORE ME  
ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 201\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

My Commission Expires: \_\_\_\_\_

\_\_\_\_\_  
<sup>1</sup> To determine the number of employees for purposes of this affidavit, a business must count its total number of employees company-wide, regardless of the city, state, or country in which they are based, working at least 35 hours a week.



## Georgia Commercial Lease Agreement

This Commercial Lease Agreement ("Lease") is made and effective Dec 1, 2023 and between Shirley C. Frasier of Charles Frasier Rentals ("Landlord") and Latonya Maxwell and Demetrice Nash ("Tenant").

Landlord is the owner of land and improvements commonly known and numbered as 5253 W. Oglethorpe Highway, Walthourville, GA 31333 and legally described as follows (the "Building"): 5253 cW. Oglethorpe Highway, Walthourville, GA 31333

Landlord makes available for lease a portion of the Building designated as 5253 W. Oglethorpe Hwy (the "Leased Premises").

Landlord desires to lease the Leased Premises to Tenant, and Tenant desires to lease the Leased Premises from Landlord for the term, at the rental and upon the covenants, conditions and provisions herein set forth.

THEREFORE, in consideration of the mutual promises herein, contained and other good and valuable consideration, it is agreed:

### 1. Term.

A. Landlord hereby leases the Leased Premises to Tenant, and Tenant hereby leases the same from Landlord, for an "Initial Term" beginning Dec 1, 2023 and ending 30 Nov 2024. Landlord shall use its best efforts to give Tenant possession as nearly as possible at the beginning of the Lease term. If Landlord is unable to timely provide the Leased Premises, rent shall abate for the period of delay. Tenant shall make no other claim against Landlord for any such delay.

B. Tenant may renew the Lease for one extended term of negotiable. Tenant shall exercise such renewal option, if at all, by giving written notice to Landlord not less than ninety (90) days prior to the expiration of the Initial Term. The renewal term shall be at the rental set forth below and otherwise upon the same covenants, conditions and provisions as provided in this Lease.

### 2. Rental.

A. Each installment payment shall be due in advance on the first day of each calendar month during the lease term to Landlord at P. O. Box 1662., Hinesville, GA 31310 or at such other place designated by written notice from Landlord or Tenant. The rental payment amount for any partial calendar months included in the lease term shall be prorated on a daily basis. Tenant shall also pay to Landlord a "Security Deposit" in the amount of \$1500.

Rent is due on the 1<sup>st</sup> day of the month and considered late after the 5<sup>th</sup> day of the month. A late fee of \$150.00 is due beginning day 6 and the total must be paid by the 15<sup>th</sup> of the month to avoid legal proceedings.

B. The rental for any renewal lease term, if created as permitted under this Lease, shall be negotiable per year payable in installments of negotiable per month.

### 3. Use

Notwithstanding the forgoing, Tenant shall not use the Leased Premises for the purposes of storing, manufacturing or selling any explosives, flammables or other inherently dangerous substance, chemical, thing or device.

approved by Landlord, such insurance to afford minimum protection of not less than \$1,000,000 combined single limit coverage of bodily injury, property damage or combination thereof. Landlord shall be listed as an additional insured on Tenant's policy or policies of comprehensive general liability insurance, and Tenant shall provide Landlord with current Certificates of Insurance evidencing Tenant's compliance with this Paragraph. Tenant shall obtain the agreement of Tenant's insurers to notify Landlord that a policy is due to expire at least (10) days prior to such expiration. Landlord shall not be required to maintain insurance against thefts within the Leased Premises or the Building.

9. Utilities.

Tenant shall pay all charges for water, sewer, gas, electricity, telephone and other services and utilities used by Tenant on the Leased Premises during the term of this Lease unless otherwise expressly agreed in writing by Landlord. In the event that any utility or service provided to the Leased Premises is not separately metered, Landlord shall pay the amount due and separately invoice Tenant for Tenant's pro rata share of the charges. Tenant shall pay such amounts within fifteen (15) days of invoice. Tenant acknowledges that the Leased Premises are designed to provide standard office use electrical facilities and standard office lighting. Tenant shall not use any equipment or devices that utilizes excessive electrical energy or which may, in Landlord's reasonable opinion, overload the wiring or interfere with electrical services to other tenants.

10. Signs.

Following Landlord's consent, Tenant shall have the right to place on the Leased Premises, at locations selected by Tenant, any signs which are permitted by applicable zoning ordinances and private restrictions. Landlord may refuse consent to any proposed signage that is in Landlord's opinion too large, deceptive, unattractive or otherwise inconsistent with or inappropriate to the Leased Premises or use of any other tenant. Landlord shall assist and cooperate with Tenant in obtaining any necessary permission from governmental authorities or adjoining owners and occupants for Tenant to place or construct the foregoing signs. Tenant shall repair all damage to the Leased Premises resulting from the removal of signs installed by Tenant.

11. Entry.

Landlord shall have the right to enter upon the Leased Premises at reasonable hours to inspect the same, provided Landlord shall not thereby unreasonably interfere with Tenant's business on the Leased Premises.

12. Parking.

During the term of this Lease, Tenant shall have the non-exclusive use in common with Landlord, other tenants of the Building, their guests and invitees, of the non-reserved common automobile parking areas, driveways, and footways, subject to rules and regulations for the use thereof as prescribed from time to time by Landlord. Landlord reserves the right to designate parking areas within the Building or in reasonable proximity thereto, for Tenant and Tenant's agents and employees.

13. Building Rules.

Tenant will comply with the rules of the Building adopted and altered by Landlord from time to time and will cause all of its agents, employees, invitees and visitors to do so; all changes to such rules will be sent by Landlord to Tenant in writing. The initial rules for the Building are attached hereto as Exhibit "A" and incorporated herein for all purposes.



Tenant shall comply with all laws, orders, ordinances and other public requirements now or hereafter pertaining to Tenant's use of the Leased Premises. Landlord shall comply with all laws, orders, ordinances and other public requirements now or hereafter affecting the Leased Premises.

29. Final Agreement.


This Agreement terminates and supersedes all prior understandings or agreements on the subject matter hereof. This Agreement may be modified only by a further writing that is duly executed by both parties.

30. Governing Law.

This Agreement shall be governed, construed and interpreted by, through and under the Laws of the State of Georgia.

IN WITNESS WHEREOF, the parties have executed this Lease as of the day and year first above written.

 Shirley C. Frasier, Frasier/Charles Frasier Rentals      7 Nov 2023  
Date

 Demetri Nash      7 Nov 2023  
Tenant's Signature      Date

 Anthony Maxwell      7 Nov 2023  
Tenant's Signature      Date

(Please print below)

Tenant Demetrice Nash

Tenant \_\_\_\_\_

Address 928 Holmes Truss  
Ludowici GA

Address \_\_\_\_\_

Phone # 412-463-2345

Phone # \_\_\_\_\_

# STATE OF GEORGIA

Secretary of State  
Corporations Division  
313 West Tower  
2 Martin Luther King, Jr. Dr.  
Atlanta, Georgia 30334-1530

## CERTIFICATE OF ORGANIZATION

I, **Brad Raffensperger**, the Secretary of State and the Corporation Commissioner of the State of Georgia, hereby certify under the seal of my office that

**HEELZ N WHEELZ LLC**  
a Domestic Limited Liability Company

has been duly organized under the laws of the State of Georgia on **01/17/2024** by the filing of articles of organization in the Office of the Secretary of State and by the paying of fees as provided by Title 14 of the Official Code of Georgia Annotated.

WITNESS my hand and official seal in the City of Atlanta  
and the State of Georgia on **01/25/2024**.



*Brad Raffensperger*

Brad Raffensperger  
Secretary of State



**ARTICLES OF ORGANIZATION**

\*Electronically Filed\*  
Secretary of State  
Filing Date: 1/17/2024 10:36:56 AM

**BUSINESS INFORMATION**

**CONTROL NUMBER** 24017078  
**BUSINESS NAME** HEELZ N WHEELZ LLC  
**BUSINESS TYPE** Domestic Limited Liability Company  
**EFFECTIVE DATE** 01/17/2024

**PRINCIPAL OFFICE ADDRESS**

**ADDRESS** 5253 WEST OGLETHORPE HWY, WALTHOURVILLE, GA, 31313, USA

**REGISTERED AGENT**

<b>NAME</b>	<b>ADDRESS</b>	<b>COUNTY</b>
LATONYA MAXWELL	62 SHANE OTEY RD NE, LUDOWICI, GA, 31316, USA	Long

**ORGANIZER(S)**

<b>NAME</b>	<b>TITLE</b>	<b>ADDRESS</b>
DEMETRICE NASH	ORGANIZER	728 HOLMES THEUSS RD NE, LUDOWICI, GA, 31316, USA
LATONYA MAXWELL	ORGANIZER	62 SHANE OTEY RD NE, LUDOWICI, GA, 31316, USA

**OPTIONAL PROVISIONS**

N/A

**AUTHORIZER INFORMATION**

**AUTHORIZER SIGNATURE** LATONYA MAXWELL  
**AUTHORIZER TITLE** Organizer





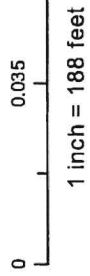
The map shown is for illustration purposes only. It is not suitable for site-specific decision making. The area depicted by this map is approximate, and is not necessarily accurate to surveying or engineering standards. Liberty County assumes no responsibility for the legal accuracy contained herein.

### Liberty County PRISYM 2.0

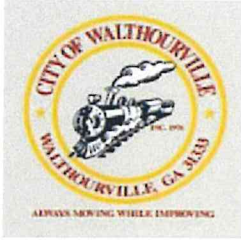
- Areas**
- Override 1
  - Land Hook
- Roads**
- Roads
- Parcels**
- Parcels



Liberty County  
Assessors' Office  
100 Main Street, Suite 1550  
Hinesville, Georgia 31313  
Phone: (912) 876-3568







**CITY OF WALTHOURVILLE**  
**MAYOR AND CITY COUNCIL AGENDA ITEM**

**SUBJECT: Agenda Item # 2**  
**City of Walthourville' s Recycling**

AGREEMENT  
 ORDINANCE

POLICY / DISCUSSION  
 RESOLUTION/PROCLAMATION

CONTRACT  
 OTHER

**SUBMITTED: 02-22-2024**

**Council Meeting: 02-26-2024**

**DEPARTMENT: Council**

**BUDGET IMPACT: NA**

**PUBLIC HEARING? ( ) Yes (X) No**

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**PURPOSE:** To discuss and decide the status of the City's Recycling.

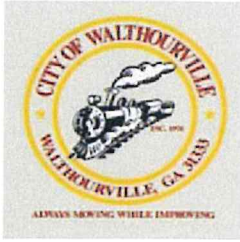
**HISTORY:** The City of Walthourville has recycling and was started in 2011.

**FACTS and ISSUES:** NA.

**RECOMMENDED ACTION:** For the Mayor and Council to continue or discontinue the city's recycling.

***Councilman Mitchell Boston***  
***Post 1***





**CITY OF WALTHOURVILLE**  
**MAYOR AND CITY COUNCIL AGENDA ITEM**

**SUBJECT: Agenda Item # 3**  
**City of Walthourville GovDeal Listing**

AGREEMENT  
 ORDINANCE

POLICY / DISCUSSION  
 RESOLUTION/PROCLAMATION

CONTRACT  
 OTHER

**SUBMITTED: 02-22-2024**

**Council Meeting: 02-26-2024**

**DEPARTMENT: Council**

**BUDGET IMPACT: NA**

**PUBLIC HEARING? ( ) Yes (X) No**

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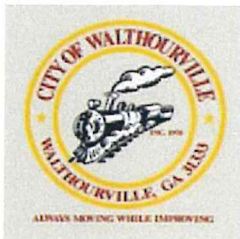
**PURPOSE:** To list the city' inoperable vehicle on GovDeals.

**HISTORY:** The city has vehicles that are antiquated and can be listed on GovDeals to be sold.

**FACTS and ISSUES:** NA.

**RECOMMENDED ACTION:** For the Mayor and Council to approve the city's vehicles t be sold on GovDeals

***Councilman Mitchell Boston***  
***Post 1***



**CITY OF WALTHOURVILLE**  
**MAYOR AND CITY COUNCIL AGENDA ITEM**

**SUBJECT: Agenda Item # 4**  
**City of Walthourville**  
**Johnnie Frasier Park**

AGREEMENT  
 ORDINANCE

POLICY / DISCUSSION  
 RESOLUTION/PROCLAMATION

CONTRACT  
 OTHER

**SUBMITTED: 02-22-2024**

**Council Meeting: 02-26-2024**

**DEPARTMENT: Council**

**BUDGET IMPACT: SPLOST Fund**

**PUBLIC HEARING? ( ) Yes (X) No**

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**PURPOSE:** For the Mayor Pro Tem to present 3 quotes to replace the fencing at Johnnie Frasier Park, located at 200 Shaw Road.

**HISTORY:** NA

**FACTS and ISSUES:** NA.

**RECOMMENDED ACTION:** For the Mayor and Council to accept the lowest bid from the 3 submitted quotes.

***Mayor Pro Tem Luciria L. Lovette***  
***Post 4***