



**City of Walthourville  
Sarah B. Hayes, Mayor**

**Elected Officials**

Mitchell Boston  
Patrick Underwood  
Bridgette Kelly  
Luciria L. Lovette  
Robert (Bob) Dodd

**City Administration**

Nicolas Maxwell, Fire Chief  
Christopher Reed, Police Chief  
Dave Martin, Public Works Adm.  
Patrick Golphin, Water Supervisor  
Luke R. Moses, City Attorney

**Mayor and Council Meeting Agenda  
October 22, 2024 @ 6:00 PM**

I.	Call to Order	Mayor Sarah B. Hayes
II.	Roll Call	City Clerk
III.	Invocation	Appointee
IV.	Pledge of Allegiance	In Unison
V.	Approval of Agenda	Councilmembers
VI.	Approval of Minutes	Councilmembers
	• October 8, 2024----Regular Meeting Minutes	
VII.	Presentation(s)	
	Georgia Department of Natural Resources <b>Coastal Resources Division</b>	<b>Mrs. Shyathia Duncan</b>
	City of Walthourville <b>Liberty County Board of Elections Proclamation</b>	<b>Mayor Sarah B. Hayes</b>
VIII.	Agenda Items:	None
IX.	Department Reports	City of Walthourville
X.	Citizens Comments	Walthourville Citizens
XI.	Council Comments	Elected Officials
XII.	Mayor Comments	Mayor Sarah B. Hayes
XIII.	Executive Session	Councilwoman Bridgette Kelly
XIV.	Adjournment	Councilmembers

**If an Executive Session is needed, it will be called for (1) Litigation, (2) Personnel or (3) Real Estate.**

**All Meeting are held at the Walthourville Police Department and are open to the Public.**

**City of Walthourville  
Mayor and Council Meeting Minutes  
October 22, 2024 @ 6:00 PM  
Walthourville Police Department**

- I. Call to Order: The meeting was called to order at 6:00 PM by Mayor Sarah B. Hayes.
- II. The Roll was taken by the City Clerk with the following members present:

Mayor Sarah B. Hayes  
Councilman Mitchell Boston (D)  
Councilwoman Bridgette Kelly

Mayor Pro Tem Luciria L. Lovette  
Councilman Patrick Underwood  
Councilman Robert Dodd

*The attendance of the Council constituted a quorum.*

City Attorney Luke R. Moses was present.

## VII. Presentations:

Georgia Department of Natural Resources

Mrs. Shyathia Duncan

Mrs. Duncan stated The Coastal Incentive Grant (CIG) Program is a competitive pass-through subgrant program made possible by a grant to GA DNR from the National Oceanic and Atmospheric Administration (NOAA) through Congressional funding pursuant to the Coastal Zone Management Act. Each year, the GCMP allocates a portion of its federal funding to the Coastal Incentive Grants. These subgrants may be awarded to qualified county and municipal governments, regional commissions, state-affiliated research or educational institutions, or state agencies. She stated the city can receive \$80,000 and there is a one-to-one match, with a one-to-one cost share. She communicated that the RFP was distributed in September and the City of Walthourville has never applied. Councilman Dodd asked about project that could be possible be earmarked for this grant and Mrs. Duncan stated small stormwater and floodwater projects. The deadline to apply is December 6, 2024. The Mayor and Council took no action and stated they would review the information.

## City of Walthourville

Mayor Sarah B. Hayes

Mayor Sarah E. Hayes

Mayor Hayes presented a proclamation from Liberty County Board of Elections acknowledging Elections Workers Week. Election Workers Appreciation Week will be observed November 1<sup>st</sup>-8<sup>th</sup>, 2024 throughout Liberty County. Election Workers have faced numerous challenges, unprecedented events, and have had their integrity and character assassinated. Liberty County Board of Elections Chairman, Mr. John McIver, Elections Superintendent Mrs. Ronda Walthour and Poll Manager, Dr.

Nancy Franklin was presented with the executed Proclamation. Liberty County Elections Board Members, Ms. Stephanie Woods, Mr. Jeffrey S. Porter, Jr., Mrs. Patricia A. Burley Jackson, Mrs. Linda Martin and Liberty County Board of Elections Employes and Poll Workers for the City of Walthourville were present. Mrs. Walthour lauded Mrs. Sallie Richardson who has been working the polls in Walthourville for over 20 years. Mayor Hayes and City Clerk, Ms. Moss gave tokens of appreciation and gratitude to Chairman McIver, Mrs. Walthour, Dr. Franklin and the Board Members. Funds for the tokens of appreciation were purchased with personal funds not city funds. Mayor Hayes thanked the Board of Elections for their sacrifice and hard work. She stated, "the job you all have is difficult and oftentimes comes with no thanks. We, the City of Walthourville appreciate all that you do."

VIII. Agenda Items None

IX. Department Reports City of Walthourville

**Water Department**

**Mr. Patrick Golphin**

Stated he had no report and asked if there were any questions. Councilman Underwood stated he has had citizens address him about receiving their bills late. Mr. Golphin stated during the October 8<sup>th</sup>, meeting he stated there would be no late fees due to Hurricane Helene and the financial impact this poses for the citizens. The billing process from beginning to end was explained in detail. The city's meters are read on the 5<sup>th</sup> of each month, the bills are compiled in City Hall, rereads are computed, and all data is entered into the city's software system. The bills are electronically uploaded to Spartanburg, South Carolina, and they are mailed out from South Carolina. From South Carolina they are mailed to the Postal Hub in Palmetto, Georgia (outside of Atlanta). The City Hall Team was aware of the bills being received late and they researched the process. The city was sent an article from QS1 about the United States Postal Service and the tardiness of the mail, this information was sent to the Mayor and Council.

The council discussed the lateness of the bills, extending the due date of the bill, and the number of months they would waive the fees. The Council made the following motion. The city will not assess a late fee for the months of November and December 2024 and the late fee will be extended to the 30<sup>th</sup> instead of the 20<sup>th</sup>, this motion was made by Councilwoman Kelly and the second was added by Councilman Underwood.

**Vote: 4-1: Motion Carried.**

**Opposed: Councilman Dodd.**

**Fire Department**

**Chief Nicolas Maxwell**

Chief Maxwell gave the Fire Department Statistics and stated the Fire Department was operating well. The Fire Department will be out with the Fire Trucks and distributing candy to the children for Halloween. Chief Maxwell again addressed burning debris and what could be burned. He advised citizens that if it is not natural vegetation, it cannot be burned, man-made materials cannot be burned.

**Police Department**

**Chief Christopher Reed**

Chief Reed gave the Departments Statistics and provided an update on Officer Carter. He disclosed the specifics about the City's Trunk or Treat Event that will be held at City Hall on October 29<sup>th</sup> from 6:00 PM-8:00 PM.

X. Citizens Comments: There were none.

XI. Council Comments

Mayor Pro Tem Lovette stated the park was still in need of repair. She added that only \$4,000 is budgeted for the park from SPLOST Funds.

Councilman Boston stated he has been speaking with Atlantic Waste and he has been in contact with them. He would like to see the contract on the agenda for the next meeting.

Councilman Underwood said he was glad the citizens would not be charged a late fee on the utility bills. He added that Clear Wave was in the city and if a citizen was experiencing problems with them, performing illegal digging at their residence they should call 404-656-4501. Also, he invited everyone out to the Trunk-a-Treat Event on October 29, 2024, from 6:00 PM-8:00 PM at City Hall.

Councilwoman Kelly had no comment.

Councilman Dodd stated that the Department of Human Services was in Liberty County to assist individual with applications for DSNAP, which is Disaster Supplemental Nutrition Assistance Program. DSNAP applications are being accepted from 8:00 AM-5:00 PM at the First Baptist Church on Memorial Drive. He also added, FEMA has a Disaster Recovery Site at 6912 East Oglethorpe Highway in Midway for citizens needed to file claims or assistance with Hurricane Helene. The debris pickup is ongoing, and he asked for everyone's patience.

XII. Mayor's Comments Mayor Sarah B. Hayes  
She stated that the City of Walthourville does not have a utility company. She invited everyone to visit the Wall that Heals, which is a replica of the wall that is in Washington, D.C.

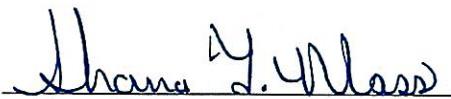
XIII. Executive Session: At 7:20 a motion was made by Mayor Pro Tem Lovette and the second was provided by Councilwoman Kelly to enter Executive Session for Real Estate and Personnel.

XIV. Adjournment: At 8:10 PM the meeting was adjourned with the motion being made by Councilman Underwood and the second being added by Councilman Dodd.

*At the November 12, 2024 Meeting the October 22, 2024 Minutes were not approved by the Council. Councilman Robert Dodd made the motion to approve and Councilman Mitchell Boston, added the second.*

*Vote: 2-3: Motion Denied.*

*Councilmembers Bridgette Kelly, Luciria L. Lovette and Patrick Underwood voted against the minutes and no reasoning for the denial was given by the Councilmembers.*



Shana T. Moss, City Clerk



Sarah B. Hayes, Mayor