



**City of Walthourville Mayor and Council Meeting  
June 13, 2023 @ 6:00 PM  
Walthourville Police Department**

**Regular Agenda**

***The Honorable Mayor Larry D. Baker, Presiding***

The Honorable Mayor Pro Tem Sarah B. Hayes      The Honorable Charlie L. Anderson, Sr.  
The Honorable James Hendry                              The Honorable Bridgette Kelly  
The Honorable Luciria L. Lovette

Luke R. Moses, City Attorney  
Deputy Fire Chief, Jamal Kinney  
Police Chief, Christopher Reed

- |       |   |                              |
|-------|---|------------------------------|
| I.    | Meeting Called to Order:                | <b>Mayor Larry D. Baker</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>        |
|       | • May 23, 2023- Regular Meeting Minutes |                              |
| VII.  | Presentations:                          | <b>None</b>                  |
| VIII. | Public Comments:                        |                              |
|       | • Ms. Alma Wells Cox                    | Hillary Lane and Jones Court |

IX. Agenda Items:

**1. LCPC**

**Ms. Lori Parks**

**Variance Request** 2023-028-W. A variance request is being submitted by T.R. Long Engineering for a a subdivision on Talmadge Road to allow the project to be developed without the installation of curb and gutter and sidewalks along State Route 119 (Talmadge Road). The property is located at the intersection of Arnall Drive and Talmadge Road and is further described as LCTM Parcel 051C-009.

**Recommendation:** For Mayor and Council to approve/disapprove the request.

**2. LCPC**

**Ms. Lori Parks**

**Business License Request.** For a Lawn Care Business/Triple Threat & More.

**Recommendation:** For Mayor and Council to approve/disapprove a Business License Request for Rashaye and Samuel Mickel of 16 Springer Court, in the Hunters Branch Subdivision. The property is zoned R-2 (Two-Family Residential District).

City Reports

**Councilmembers / Department Heads**

Fire Department

**Councilman Charlie L. Anderson, Sr.**

Economic Development

**Mayor Pro Tem Sarah B. Hayes**

Public Works

**Councilman James Hendry**

Water Department

**Councilwoman Bridgette Kelly**

Parks and Recreation

**Councilwoman Luciria L. Lovette**

Police Department

**Mayor Larry D. Baker**

Office of the Mayor

**Mayor Larry D. Baker**

X. Executive Session

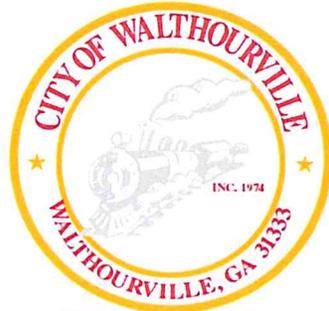
**Mayor Larry D. Baker**

XI. Adjournment

**Councilmembers**

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

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



ALWAYS MOVING WHILE IMPROVING

# MINUTES

City of Walthourville  
Mayor and Council Meeting Minutes  
May 23, 2023 @ 6:00 PM  
Walthourville Police Department

I. Call to Order: The meeting was called to order at 6:04 PM by Mayor Larry D. Baker.

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

Mayor Larry D. Baker	Mayor Pro Tem Sarah B. Hayes
Councilman James Hendry	Councilwoman Bridgette Kelly
Councilwoman Luciria L. Lovette	

Member Absent: Councilman Charlie L. Anderson, Sr.

The attendance of Council constituted a quorum.

Attorney Luke R. Moses was in attendance.

III. The invocation was given by Mayor Baker.

IV. The Pledge of Allegiance was recited in unison.

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

Vote: 4-0 Motion Carried.

VI. Adoption of City Council Minutes from the May 9<sup>th</sup>, 2023 Regular Meeting. The motion to approve was made by Mayor Pro Tem Hayes and the second was added by Councilman Hendry.

Vote: 3-1: Motion Carried.

Opposed: CW Lovette.

VII. Presentation(s) None

VIII. Agenda Items

1. Public Hearing was entered into at 6:06 PM.

LCPC

Mr. Jeff Ricketson

Liberty County Unified Development Ordinance (UDO). Mr. Ricketson stated the UDO was a collaboration with all the municipalities and Liberty County Government. The UDO unifies zoning, subdivisions and it unifies all jurisdictions. He explained that the UDO is organize into 8 divisions which are:

1. Enactment and General Provisions
2. Zoning Districts

3. Development Provisions
4. Site Plan Review
5. Subdivision
6. Zoning Actions, Appeals and Variances
7. Administration
8. Definitions and Abbreviations

Mr. Ricketson stated this presentation was for the public hearing and he would return before the Mayor and Council to adopt later.

Vote: 4-0: Motion Carried Unanimously.

2. City of Walthourville

Mr. Matthew Caines

Informational City Financial Update. Mr. Caines addressed the Mayor and Council relating to the General Fund. He stated the City began the 2023 Budget Year with a \$300,000 deficit. He stated the Fire Fee Revenue that was discussed during the Budget Meeting workshops the council had removed, as that was the only way they would have passed the 2023 Budget. The revenue was taken out, yet the expenses are/were still forthcoming. He stated the city's expenses have increased tremendously; yet the city's revenue has remained stagnant. The city's LOST Revenue is received monthly, but that does not sustain the General Fund.

He stated the city's expenses have expended the General Fund's Budget. He stated the Police Department's budget is in arrears by \$237,000. The department has spent \$76,000 overages in salaries and \$40,000 was spent on uniforms and \$44,000 was spent on Capital Outlay. Mr. Caines stated the Fire Department was in the green, their budget wasn't negative.

Mr. Caines stated the 2023 General Fund's Budget was adopted with \$2.1 million dollars in expenses with only \$1.8 million in revenue. He stated these figures clearly illustrate that the city expenses are surpassing the revenue. He informed the Mayor and Council that they must find a way to generate revenue whether it's through property tax, fire fee tax or a city fee. Mr. Caines stated the city's General Fund payroll equals about \$38,000 biweekly and he asked City Clerk, Shana T. Moss the amount when the Mayor and Council are paid and Ms. Moss stated it is around \$42,000. Mr. Caines had no additional suggestions except that the Mayor and Council need to find a way to generate revenue for the city to operate and function.

IX.

City Reports

Councilmembers/Department Heads

Fire Department

Councilman Charlie L. Anderson, Sr.

Deputy Chief, Jamal Kinney gave the report. Councilman Charlie L. Anderson was absent. Deputy Chief Kinney stated the department has answered 52 calls, there has been 4 fire calls within the last two weeks. He stated the Department is operating effectively and efficiently.

Economic Development

Mayor Pro Tem Sarah B. Hayes

Reported that on May 17<sup>th</sup> a Homestead Exemption Training was offered at Savannah Technical College. The training was conducted by Liberty County Tax Assessors Office. Mrs. Glenda Roberts and her team gave valuable information. The Mayor Pro Tem stated she was also looking into other things for the city. Councilwoman Lovette asked if she had received the Economic Development Grant Information that was disseminated by GMA, Mrs. Pam Helton. Mayor Pro Tem Hayes stated she would research it.

Public Works

Councilman James Hendry

Reported that citizens are complaining about their driveways and dirt washing away. He also stated that Liberty County has depleted its milling, but they will be getting some more. Councilwoman Lovette asked about the cost of the milling and who was paying. She stated she had seen several of the Commissioners and she Thanked them for the milling in Walthourville. She said, none of them knew anything about them (Commissioners) being responsible for the bill. Mayor Baker stated the milling was being paid for by the Commissioners.

Water Department

Councilwoman Bridgette Kelly

Reported that Southern Civil has installed the Aerator at Well 3 on Carter Road. She stated there has been no calls of smelly water.

Parks and Recreation

Councilwoman Luciria L. Lovette

Reported that there are Grants available for Parks and she is researching some.

Police Department

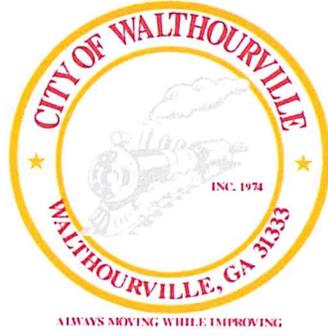
Mayor Larry D. Baker

Police Chief Christopher Reed gave the departmental statistics. He stated since the last meeting the department had 15 incidents, one was juvenile based, 1 domestic, 3 complaints, 1 stolen vehicle and 62 traffic stops. Chief Reed stated due to safety concerns he is contemplating a one-way entrance for the road running in front of the Police Department. He stated the city would have to give citizens 60 days' notice and there would be signs stated Emergency Vehicles only. Chief Reed stated that the parking lot is small, and it gets congested and the city's ladder truck will not be able to enter and exit freely if the parking lot remains as it is.

Office of the Mayor

Mayor Larry D. Baker

- X. Executive Session: An executive session was listed on the agenda for Mayor Pro Tem Hayes. She stated an Executive Session was not needed.
- XI. Adjournment: At 6:32 PM a motion to adjourn was made by Councilman Hendry and the second was added by Councilwoman Lovette.



# AGENDA ITEM 1

# Variance Request 2023-028-W

A variance request was submitted by T. R. Long Engineering for a subdivision on Talmadge Road to allow the project to be developed without the installation of curb and gutter and sidewalk along State Route 119 (Talmadge Road). Property is located at the intersection of Arnall Drive and Talmadge Road and is further described as LCTM Parcel 051C-009.





# Zoning Map



# Narrative

114 North Commerce Street  
Hinesville, Georgia 31313  
(912) 368-5664 Office  
(912) 368-7206 Fax



1000 Towne Center Blvd.  
Suite 304  
Pooler, Georgia 31322  
(912) 355-1046

## **Talmadge Road Subdivision Walthourville, Georgia**

### **Variance Request Narrative**

A variance is being requested for the Talmadge Road Subdivision located near the intersection of Arnall Drive and Talmadge Road to allow the subdivision to be developed without the installation of curb and gutter and sidewalk along State Route 119. Curb and gutter and sidewalk have been shown to be installed along Arnall Drive.

Talmadge Road is a State Route operated and maintained by the Georgia Department of Transportation. As such the number of driveways along Talmadge Road has been limited to four driveways. This will reduce the points of ingress and egress onto the state route.

Open ditches in this segment allow for the proper drainage from the existing roadway. The installation of curb and gutter could create some ponding of stormwater with irregular elevations along the edge of pavement which could be a safety concern.

This segment of Talmadge Road should become a local street with reduced traffic when the Highway 84 Connector is constructed and operational. Traffic calming improvements are shown as possible TSPLOST projects along this section of roadway.



# Walthourville Subdivision Requirements

Curb and gutter. Curbs and gutters. Concrete curbs and gutters shall be installed along new streets and roadways. Existing public roadways that are included in or are adjacent to the development or subdivision and serve as direct access to the development or to subdivision lots shall be developed and improved to the same curb and gutter and sidewalk standards as new streets.

Sidewalks. Sidewalks must be installed on all streets. All sidewalks shall be constructed in accordance with the standards of the standard specifications, except where unusual conditions exist which eliminate the necessity for sidewalks, and such exceptions are specifically granted by the planning commission.

Minimum Sidewalk Standards		
Arterial Streets	Minimum of 5 feet, both sides	6 feet is preferred
Collector Streets	Minimum of 5 feet, both sides	6 feet is preferred
Local Streets	Minimum of 5 feet, both sides	6 feet is preferred

Where it is deemed necessary for public safety, the planning commission may require either additional sidewalks or wider sidewalks than listed above.  
(Ord. of 11-13-2007, § 7.1)

# Conditions for Granting this Variance

1. There are extraordinary and exceptional conditions pertaining to the particular piece of property in question because of its size, shape or topography
  - *No.*
2. The application of the appendix to this particular piece of property would create an unnecessary hardship; and
  - *Yes, installation of curb and gutter would require extensive reconstruction of State Route 119 for proper drainage.*
3. Such conditions are peculiar to the particular piece of property involved; and
  - *No.*
4. Relief, if granted, would not cause substantial detriment to the public good or impair the purposes and intent of the ordinance;
  - *No.*

# LCPC Recommendation

Approval

Variance Request 2023-028-W

Conditions

Standard

# Standard Conditions

1. The applicant must obtain all required local, state and federal licenses and permits prior to commencement of any construction.
2. All plans, documents, materials, and statements contained or implied in this application are considered a condition of this action.
3. No change or deviation from the conditions of approval are allowed without prior notification and approval of the Director of the LCPC or the Planning Commission, and the approving governmental authority.

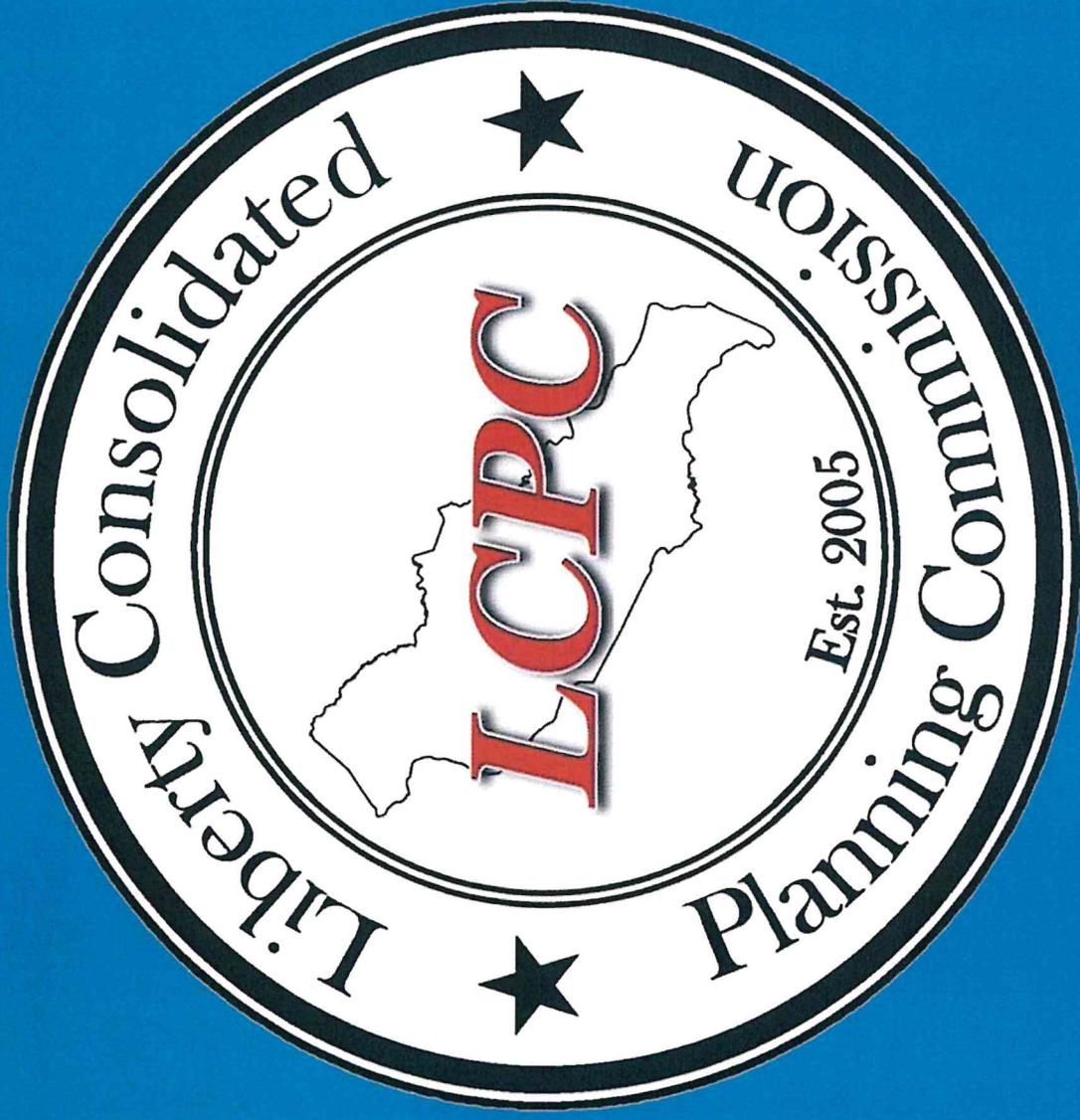
# LCPC Recommendation

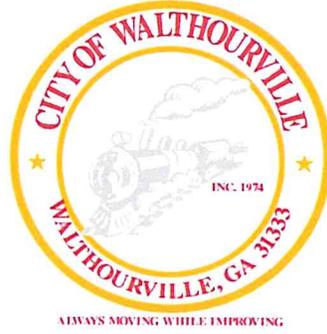
Approval

Variance Request 2023-028-W

Conditions

Standard





# AGENDA ITEM 2

Liberty Consolidated Planning Commission – Report

**Governing Authority: The City of Walthourville**



Mayor & Council Date: June 13, 2023

Business License: For a Lawn Care Business / Triple Threat & More

Business Owner: Rashaye and Samuel Mickel

Address: 16 Springer Court, Hunters Branch Subdivision

Zoned: R-2 (Two-Family Residential District)

Comments: The applicant will provide a full-service lawn care service.

Recommendation: APPROVAL with written property owner Permission.

LCPC Staff: *Lori Parks*  
Lori Parks  
Zoning Administrator

6-8-23  
Date



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 Triple Threat & more Business Phone#(912) 321-8343  
Name of Corporation/LLC\* Triple Threat & more  
Business Address 116 Springer CT Allenhurst GA 31301  
Mailing Address PO Box 235 Riceland GA 31323  
Email Address roshmi.roberts@icloud.com  
Full Detailed Description of  
Business Landscaping

Date Business began in City of Walthourville 04-15-2023  
#of employees in City of Walthourville 2 E-verify# (Required if 11 or more employees) \_\_\_\_\_  
State Sales Tax ID# \_\_\_\_\_ Federal ID # \_\_\_\_\_  
Owner Name Roshmi Mickel, Samuel Mickel SS# \_\_\_\_\_ DOB 12-11-88, 03-03-83  
Home Address 116 Springer CT Apt# \_\_\_\_\_ City Allenhurst State GA Zip 31301

\*\*\* 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? \_\_\_\_\_ 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: RM (initials)

Signature: Joshua Nickel

I Joshua Nickel 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 \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Signature of applicant \_\_\_\_\_ legibly print name \_\_\_\_\_

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

Tax Map & Parcel# 052B-074

Zoning Classification R-2

Approved by: \_\_\_\_\_

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

Date the request will be presented to Mayor and Council: 6-13-23

**\*\*\*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 \_\_\_ day of \_\_\_\_\_, 201\_\_ in Walthourville (city), GA (state).

Rashya Mickel  
\*Signature of Applicant

Rashya Mickel  
Printed Name of Applicant

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

\_\_\_\_\_  
NOTARY PUBLIC  
My Commission Expires:

\_\_\_\_\_

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

**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.