City of Walthourville

City Council

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

I.

Call to Order

XIII. Adjournment

Sarah B. Hayes Mayor

"Always Moving While Improving"

City Administration

Shana T. Moss, City Clerk Christopher Reed, Chief of Police Nicholas Maxwell, Fire Chief Dave Martin, Public Works Luke R. Moses, City Attorney

Mayor Sarah B. Hayes

Councilmembers

MAYOR AND COUNCIL MEETING AGENDA June 25, 2024 @ 6:00 PM

II.	Roll Call	City Clerk
III.	Invocation	Appointee
IV.	Pledge of Allegiance	In Unison
V.	Approval of Agenda	Councilmembers
VI.	Approval of Minutes (June 11, 2024)	Councilmembers
VII.	Presentation:	
	City of Walthourville	Mayor Sarah B. Hayes
VIII.	Agenda Items:	
	1. LCPC	Ms. Mardee Sanchez
	Boundary Hall Preliminary Plat.	
	2. LCPC	Ms. Mardee Sanchez
	Business License Request for New Creation Construction.	
	3. City of Walthourville	Mayor Sarah B. Hayes
	Johnnie Frasier Park.	
IX.	Department Reports	City of Walthourville
Х.	Mayor and Council Comments	Elected Officials
XI.	Citizens Comments	Walthourville Citizens
XII.	Executive Session	None

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

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

City of Walthourville Mayor and Council Meeting Minutes June 11, 2024 @ 6:00 PM Walthourville Police Department

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

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

The attendance of the Council constituted a quorum.

Attorney Luke R. Moses was present.

- III. Invocation: The invocation was given by Walthourville Citizen Ms. Jane Chatham.
- IV. Pledge of Allegiance was recited in unison.
- V. Approval of Agenda: The motion to approve the agenda was made by Mayor Pro Tem Lovette and the second was added by Councilwoman Kelly.

Vote: 5-0: Motion Carried Unanimously.

VI. Approval of Minutes from the May 28, 2024 meeting was made by Councilman Dodd and the second was added by Councilman Underwood.

Vote: 4-1: Motion Carried.

Councilmembers voting favorably: Boston, Underwood, Kelly and Dodd.

Councilmember opposed: Mayor Pro Tem Lovette.

VII. Presentation

1. Keep Liberty Beautiful

Mayor Sarah B. Hayes

Stated the presentation would be made at a later date.

VIII. Agenda Items.

1. LCPC Ms. Lori Parks

Presented a Business License request for Mr. Justin Peek. Mr. Peek will be operating Success Auto Detailing from 42 Setter Lane. The property owner is Ms. Jennifer L. Bable. Mr. Peek will use a room in the home as an office to book appointments. All vehicle detailing will take place off site. The property is zoned R-8 (Single-family Residential). The motion to approve was made by Councilman Dodd and the second was provided by Councilman Underwood.

Vote: 5-0: Motion Carried Unanimously.

2. City of Walthourville

Chief Nicolas Maxwell

Presented the IGA with Liberty County Board of Commissioners (Fire Service). The execution of the IGA is for the City of Walthourville to receive the \$16,500.00 that the County pays the city to service the unincorporated

area (State Route 119) of Liberty County. The period covered is from July 1, 2023-June 30, 2024. The motion to approve and execute the IGA was made by Mayor Pro Tem Lovette and the second was added by Councilwoman Kelly.

Vote: 5-0: Motion Carried Unanimously.

3. City of Walthourville

Mayor Sarah B. Hayes

Mayor Hayes stated the potential CPA firm CKH Consulting was present at the May 28, 2024 meeting and no action was taken because several members of council wanted to research the firm.

Mr. Roger Nixon, CKH Consulting, Vice President of Business Development participated in the meeting via telephone. Mr. Nixon stated his firm would come onsite and perform the work. During the time the CKH Firm would be in the city, the City of Walthourville would not incur any charges for lodging, the lodging would be handled by CKH. He stated some of the work could be conducted remotely. Councilwoman Kelly voiced concerns about the city's delinquent audits from 2021,2022 and 2023—is not due until June 30, 2023. Mr. Nixon stated his firm would make the audits a priority. Councilwoman Kelly asked if they would be done in a month and a half. Reluctantly, Mr. Nixon stated they would try, they will have to assess the information, but he thinks all three are doable in ninety days. The motion to approve the CPA Firm of CKH was made by Councilman Dodd and the second was added by Councilwoman Kelly.

Vote: 4-1: Motion Carried.

Councilmembers Voting Favorably: Councilmen Boston, Underwood, Dodd and Councilwoman Kelly. Councilmember Opposed: Mayor Pro Tem Lovette.

4. City of Walthourville

Mayor Sarah B. Hayes

Stated the City of Walthourville has been discussing ways to disseminate information to the citizens. The city has placed information in the Coastal Courier (newspaper), the City's Website at www.cityofwalthourville.com and the city's Facebook page (City of Walthourville). She stated" she doesn't have anymore solutions as the city has done its due diligence in providing updates." The city has partnered with VC3 to provide notifications to the citizens. The citizens will have to sign up on the city's website to obtain the alerts. City Clerk, Shana T. Moss reported the site is currently inactive, the software company is building the platform. When the platform is completed the Elected Officials and City Employees will be sent the information to "test," the site to ensure that it is active and sending alerts. The citizen must input either their email address or cell phone number into the notification tab that will be placed on the city's website. Mayor Pro Tem Lovette stated the city needed to inform the citizens today about the program and give them a date when they can sign up. Ms. Moss reiterated that the city could not give a definitive date because the site is still being built. Mayor Hayes stated this is the final measure that the city will take to inform the citizens. This was an informational update only; no action was needed.

IX. Department Reports

1. Mr. Patrick Golphin

Water Department

Reported that meters were read on June 6th and the new water rate that was approved by the Mayor and Council would be enacted on this bill. Also, the city is still in need of meters that need to be replaced.

2. Chief Nicolas Maxwell

Fire Department

The Chief gave the Department's Statistics for the past two weeks. The department has answered 56 calls for service, 40 were medical, 4 traffic accidents, 7 fire alarms, 3 fires and 4 miscellaneous calls.

3. Chief Christopher Reed

Police Department

The Chief gave the Department's Statistics for Tuesday May 28, 2024 through Tuesday June 11, 2024. The department issued 69 citations, consisting of 41 warnings, 4 vehicle crashes and 27 incidents with reports. The Mayor Pro Tem raised the question about a citizen being issued a ticket for parking at Johnnie Frasier Park. Chief Reed stated he was familiar with the situation and the person that is being referenced is a repeat offender of being parked in the park. Numerous, Officers have warned the citizen that Johnnie Frasier is a car free park. The Mayor Pro Tem stated some cars are allowed to park and some aren't. Chief Reed added that oftentimes the city vehicles

plus public Safety vehicles park inside the gate. Mayor Hayes, Thanked the Chief and the Officers and told them to continue doing their jobs and that they are doing a good job.

X. Mayor and Council Comments

Councilman Mitchell Boston reported the city was still proceeding with the Request for Proposal for outsourcing the Sanitation Department.

Councilman Patrick Underwood reminded everyone "Popsicles in the Park," will be held on Friday June 14th from 12-2 at Johnnie Frasier Park and everyone was welcome.

Councilwoman Kelly reported the city has moved forward and submitted the LMIG Grant application that is administer through GDOT.

Mayor Pro Tem Lovette stated she had no report.

Councilman Robert Dodd stated Hurricane Season began on June 1st, please prepare and have a plan.

XI. Citizens Comments

- 1. Ms. Gwendolyn Dykes stated she opposed sending any services out to a contractor. She stated maybe the city can increase Sanitation Cost/Bulk Trash. She hopes with the Fire Fee and Water Rate increase this will help the city. She asked the Mayor and Council to take into consideration that Walthourville has Great Employees, and we have our own equipment.
- 2. Mr. Michael Talley stated he has some issues with Public Safety. They sit in the median lane on 84 and this poses a problem if a citizen is trying to change lanes. He asked about the easements on Dunlevie and the lack of sidewalks.
- 3. Mr. Hakeem Cleary commented on the cement residual that is left on Highway 119 and 84.

Mayor Hayes had no comments.

XIII. Adjournment: At 6:44 PM the motion to adjourn was made by Mayor Pro Tem Lovette and the second was added by Councilman Underwood.

Vote: 5-0: Motion Carried Unanimously.

Boundary Hall Preliminary Plat

Developer:

Liberty Properties & Holdings, Co., LLC

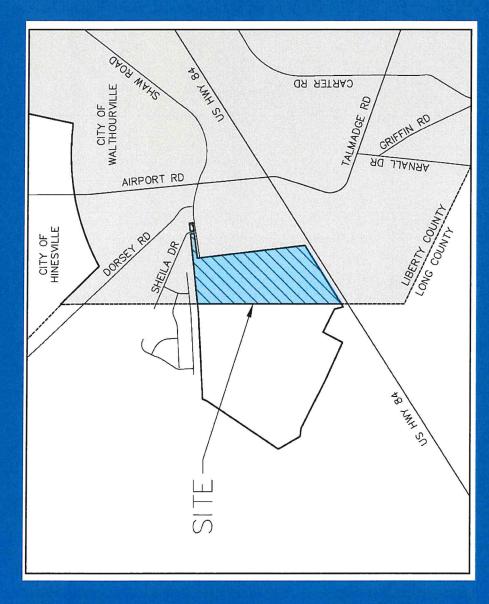
Engineer:

T. R. Long Engineering

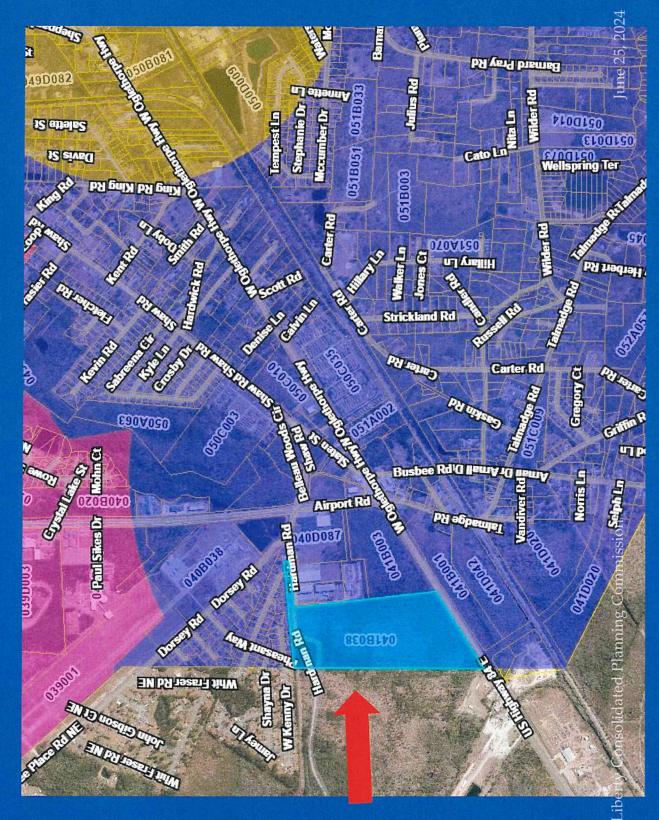
Description:

- 1111 lots
- Single-family
 - · Zoned PUD

<u>Location</u>: Hardman Road, Walthourville



Vicinity Map

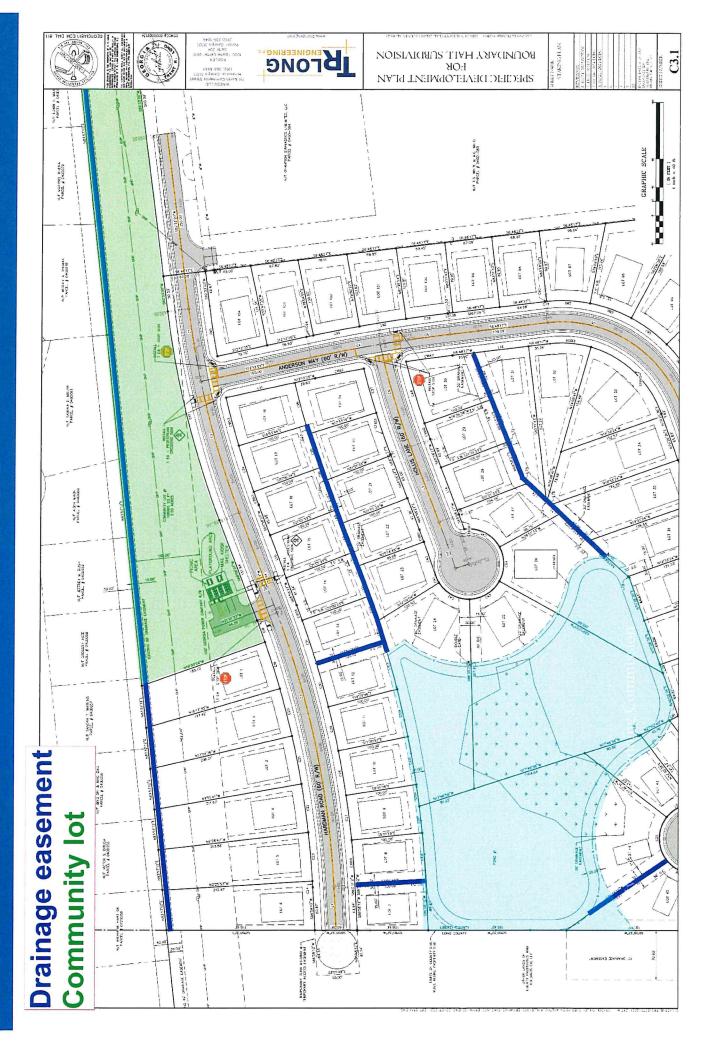


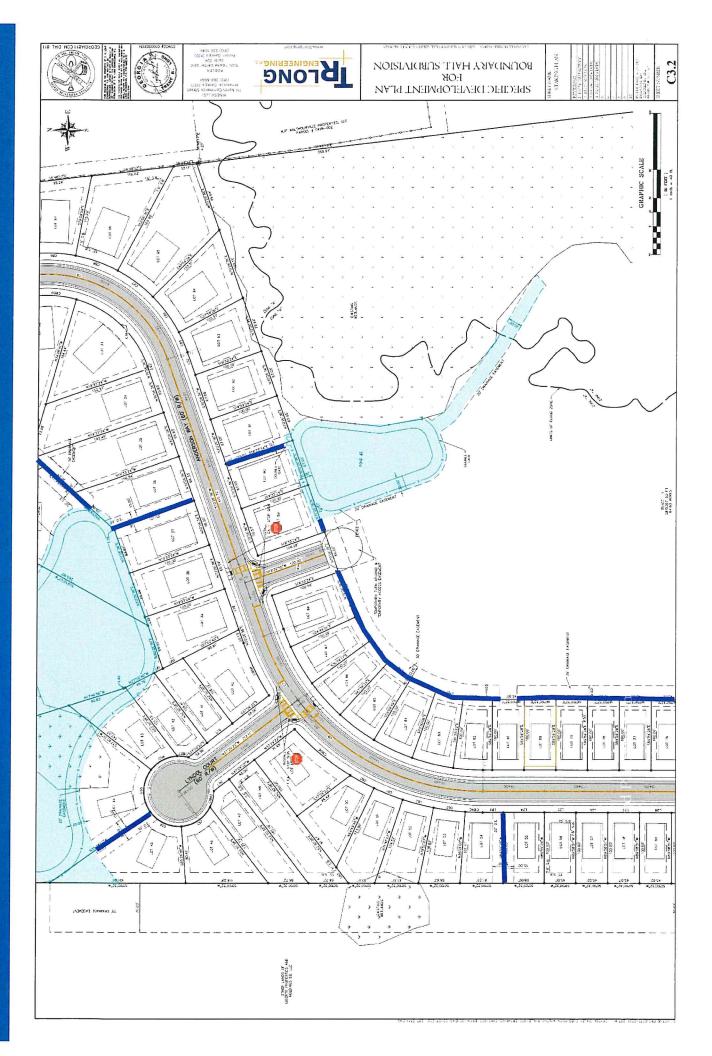
Standard Lots (53 Lots)

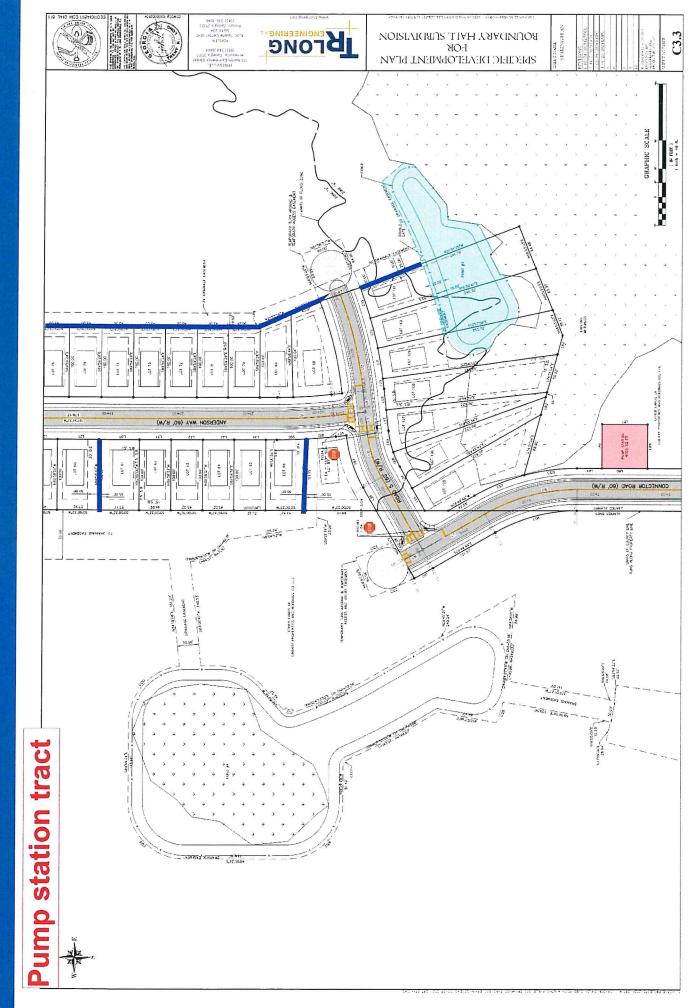
Minimum Gross Lot Area	6,000 square feet
Minimum Usable Lot Area	4,500 square feet
Minimum Lot Width at Building Line	60 feet
Minimum Front Yard	15 feet
Minimum Side Yard (Interior)	7.5 feet
Minimum Side Yard Street	15 feet
Minimum Rear Yard	15 feet

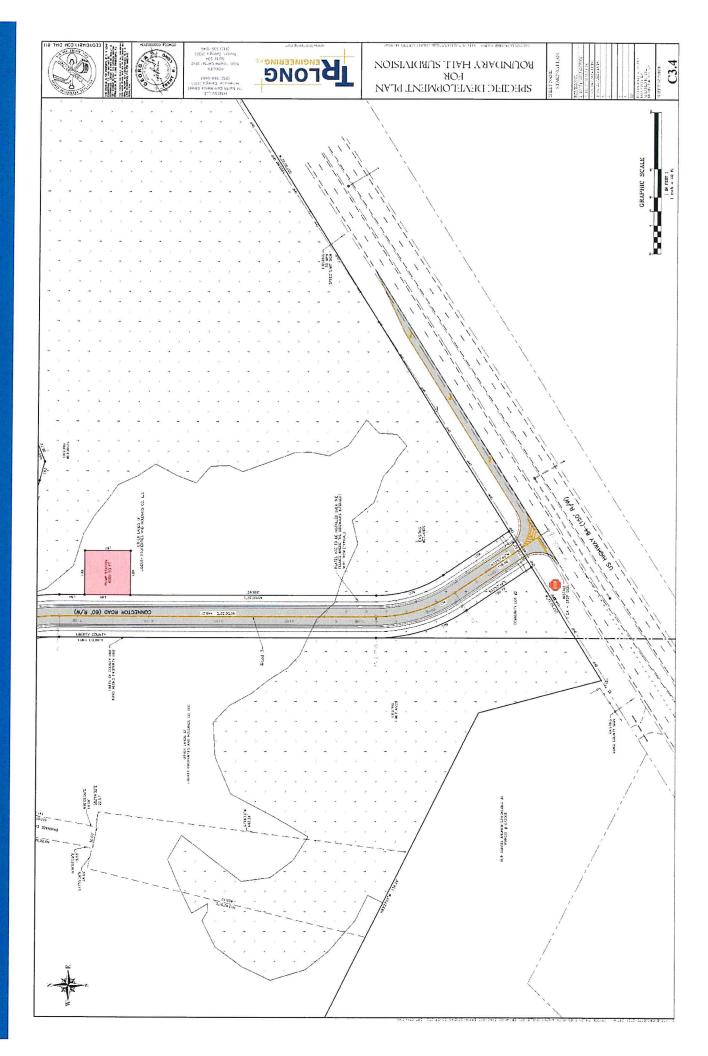
Garden Lots (58 Lots)

Minimum Gross Lot Area	4,500 square feet
Minimum Usable Lot Area	4,000 square feet
Minimum Lot Width at Building Line	45 feet
Minimum Front Yard	15 feet
Minimum Side Yard (Interior)	7.5 feet
Minimum Side Yard Street	15 feet
Minimum Rear Yard	15 feet









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Sheet 4 (parcel & line tables)

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oble	Chard D		328. 44. UI'e 32.69	272' 06' 03's usin	SIST OF ST'R 6918	S75' 31' 51'W	S61" 44" 46"4 CB.18	564' 27' 40'W 63.18	286' 46' 09''n 8.64	S8T 45' 41'W 63.27	578' 53' 50'N 63.87	377 64 69'8 6387	SIK 14, 20's 63.87	571 24 31'8 63.87		124 15 15T	H70' 47' 22'E 48.68	NOT 50' 20'K 12.17	H26 10' 40'E 48 30	H31' 03' 42"W 49.50	NSF 50 43'K 48.30	576 45 40'8	575 65 65'8	527 37 53T 41.18	584' 58' 51'1	BLEF 377 W. 1218	H34 00' 45'4 43.10	KZB' 18' 21'T. 38.13	HZY 47 34T	HI4" 43" 53"E	247 11 41
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			37.59	61.63	93.00	61.69	n	50.00	198			13.57				62.0		12.20	21.78	27 7E	79 07		01.40	2 2	55.94	10		3815	43.71	15.33	1039
i		413	60	CID	620	123	C22	3	57	C23	273	3	83	ā	5	63,	3	5	243	3	3	9	3	3	css	30	293	090	Ē		. 30

Dedications to the City include:

- New streets (5,466 feet / 1.04 miles)
- Water, sewer and stormwater improvements and associated easements

Dedications to the HOA include:

- Community lot with amenity (2½ ac. total)
- Drainage easements (for general maintenance)

LCPC Recommendation

Boundary Hall

APPROVAL of the PRELIMINARY PLAT

with standard conditions

LCPC Standard Conditions

- The applicant must obtain all required local, state and federal licenses and permits prior to commencement of any construction.
- All plans, documents, materials, and statements contained or implied in this application are considered a condition of this action.
- 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.

Liberty Consolidated Planning Commission - Report

Governing Authority: The City of Walthourville



Mayor & Council Date: June 25, 2024

Business License:

New Creation Construction

Business Owner:

Joseph M. Hudson

Address:

144 Vandiver Road, Parcel # 041D016

Zoned:

R-8 (Single-family Residential-8)

Comments:

Applicant will use a room in the residence

as an office to run the construction company.

Handyman, painting, remodeling and

construction work.

Recommendation:

APPROVAL

LCPC Staff: _______

Lori Parks

Zoning Administrator

6-18-24

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.cityofwalthorville.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 New Creation anstruction Business Phone#(1) 436, -7376 Name of Corporation/LLC* New Creation Construction and Painting LLC Business Address 144 Vandiver Rd Allenhurst GH 31301 Mailing Address 144 Vandiver Rd Allenhurst GH 31301 Email Address New Creation Construction 1517 @ 6 mail. Com Full Detailed Description of Business Mandyman, Painting, Remodering / Construction
Date Business began in City of Walthourville
#of employees in City of WalthourvilleE-verify# (Required if 11 or more employees
State Sales Tax ID# Federal ID #
Owner Name Jose Ph. M. Hudson, SS#1 DOB 8/24/89
Home Address 144 Vand Ver Rd Apt# City Alenhurst State A 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? Yes If yes, please indicate the type of tax or fee, and
the amount due with the reason the tax is delinquent. State taxes i paying As I can, Plan to have paid OFF within Next year on
have faid OFF within Next year on fayment Plan
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.
Restrictions stated above: J-H (initals) Signature: J-H
Toseth Hudon, 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 18th day of June 2004.
Signature of applicant Signature of applicant legibly print name Toseph M. Hudson
This application must be approved by the Liberty County Planning Commission
Tax Map & Parcel# 0410016 Zoning Classification R8
Approved by: Date Approved:
Date the request will be presented to Mayor and Council: 6 - 25 - 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.				
I am a legal permanent resident of the United States.				
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 June, 2014 in Hinesville (city), Georgi (state).				
*Signature of Applicant				
Joseph M. Hwson Printed Name of Applicant				
SUBSCRIBED AND SWORN BEFORE ME ON THIS THE 9 DAY OF NOTARY RUBLIC My Commission Expires: 3-19-28				
*This Affidavit must be signed by the same person who executes the Application Comparison 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]

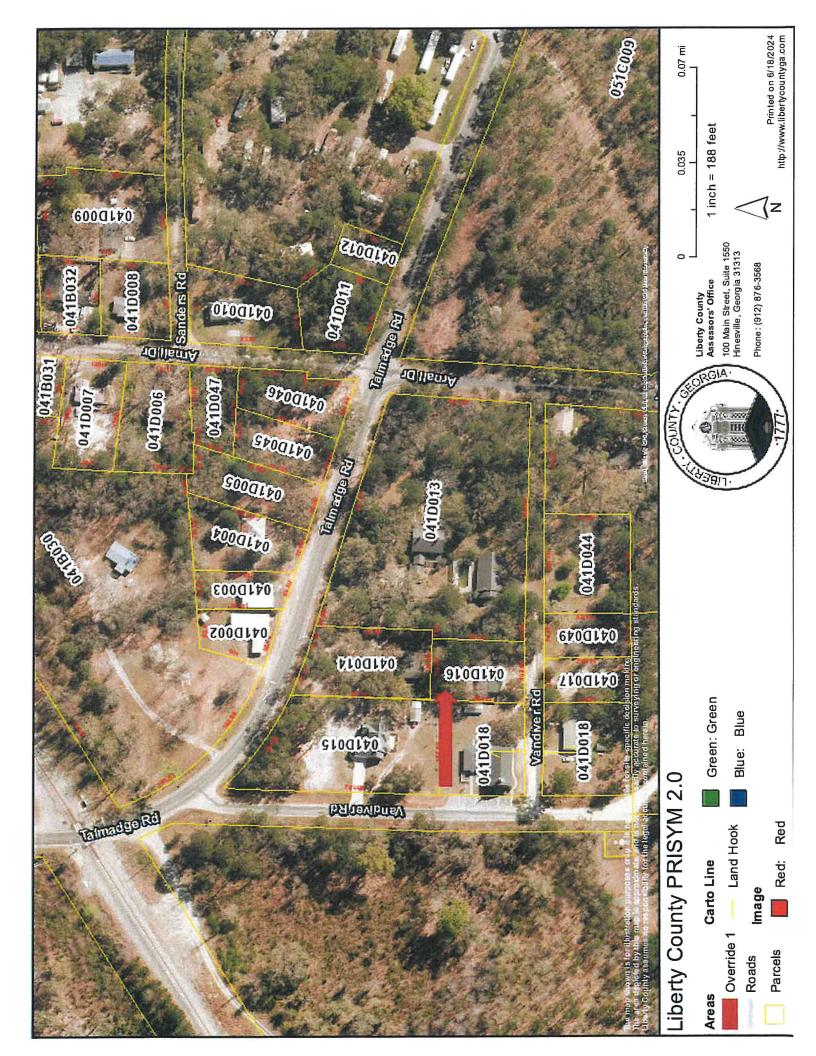
- A Merchant Mariner Document or Merchant Mariner Credential issued by the United States Coast Guard [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A Free and Secure Trade (FAST) card [O.C.G.A. § 50-36-2(b)(3); 22 CFR § 41.2]
- A NEXUS card [O.C.G.A. § 50-36-2(b)(3); 22 CFR § 41.2]
- A Secure Electronic 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 c	heck only one:		
		On January 1 st of the below-signed		
	•	corporation employed more than te	n (10) employees¹.	
:	*** If you select Section 1(A), please fill out Section 2 and then execute below.			
((B)	On January 1 st of the below-signed corporation employed ten (10) or fe	year, the individual, firm, or wer employees.	
Section :		Section 1(B), please skip Section 2	and execute below.	
The empaccorda undersig	ployer has regist nce with the app gned private em		work authorization program in established in O.C.G.A. § 36-60-6. The work authorization user identification	
ī	Name of Private	Employer		
Ī	Federal Work Au	nthorization User Identification Nur	nber	
Ī	Date of Authoriz	ation		
I hereby Executed	declare under d on 18 , June	penalty of perjury that the forego , 2014 in Hines (thy), Gift (s	ing is true and correct.	
S	Signature of Au	thorized Officer or Agent		
		M. Hudson		
Ī		nd Title of Authorized Officer or	Agent	
ON THIS NOTARY	IBED AND SWOI THE 19 DA' PUBLIC D nission Expires:	RN BEFORE ME Y OF, 2024.	Comm. Exp. 03/19/28	
3-10	1-28			

¹ 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.



Presentation by Mayor Sarah B. Hayes

