

# Walnut Grove City Council Meeting

Thursday, October 11, 2018

7:00 P.M.

Present:

Mayor Lamar Lee

Carol Witcher

Linda Pilgrim

Mark Moore

**I. CALL TO ORDER**

Meeting called to order by Mayor Lamar Lee

**II. INVOCATION**

Invocation given by Carol Witcher

**III. PLEDGE OF ALLEGIANCE**

All stood for Pledge of Allegiance

**IV. AGENDA APPROVAL**

Motion made by Mark Moore to approve agenda, seconded by Carol Witcher, motion passed.

**V. PUBLIC COMMENT**

Stephanie Moncrief from 2150 Emerald Drive Loganville GA.- I don't really have comments. I was just thinking back this week over the past meetings and realizing there have been things that have been stated or said and never really had any follow-up, so I wanted to put those things out there and just say that I would appreciate a follow-up or a comment if I could. First of all, thank you for putting up the green tree sign, I saw it and the crosswalk has been lined and I saw that which is nice. But, I guess these are my questions of things that have been brought up or discussed and I never really heard any final statement about them. One was the speed humps situation in neighborhoods and speeding, and the other was the budget discrepancy of which I don't believe was a bad thing last weekend, but it was a discrepancy. It was brought to everybody's attention and I know we are going to be voting today and I think that is important that not only you guys know what was resolved but the people that was here know what was resolved. The Code Enforcement on the houses and property that was brought up last week and still nothing has been done about that. And also, I was just curious about when was the last time, I know that being on our home owners association that we have work sessions and just wondering when your last work session was? Also, if there is going to be after last week's discussion about conferences if there is any change to policies or anything like that. And then finally what are the plans for the ballfield that is supposed to be coming for a while, plans for

downtown and plans for growth for the city and I know that is a lot but those are just questions that I have that we have touched on and nothing has ever become of them so I am just curious where we are and that is it. Carol Witcher- One thing I would like to say, we don't have a newspaper reporter that comes. We have invited them, we invited them, and we invited them and if we had a newspaper some of these things could be answered. Maybe we need to put somebody on council that is responsible for making that decision to take stuff to the newspaper, but I should think that they know that we are here. And they report all of the other communities I don't see us getting reports so. Stephanie Moncrief- I could not agree with you more but I can't do anything about that. Carol Witcher- And I am saying I am not sure we can either, but I am just saying that would be a tremendous help and be used as a vocal voice for people to hear and read what is happening. Stephanie Moncrief- I agree, does anybody know are those things we are going to touch on or just leave them out there again. Mayor Lee- Lets take them one at a time. Stephanie Moncrief- Would you like me to repeat them? I know I only have five minutes. Let's do the budget thing because I know that is an easy one. Kathy Glass- That is a report out of QuickBooks it's Actual Vs. Budget so it is just a report, there is no money missing. There is no \$30,000 missing. Stephanie Moncrief - and I didn't think there was any money missing I thought that maybe something was being misread. Kathy Glass- We are audited every year. Stephanie Moncrief- I thought you were audited twice a year, I remember you telling me that one time. Kathy Glass- no we have an annual audit that is required by law. Stephanie Moncrief- I just wanted to get it because it was an eye opener. Ok, so budget is done, Code Enforcement Officer, I see on the agenda that you are going to be expanding the Code Enforcement officers' hours. Mayor Lee- We are looking at that. It is going to be discussed. Stephanie Moncrief- I went through the ordinances and the covenants for the city and there is lots of things that can be done about these homes that are covered up like your neighbor or this house over here just like in my neighborhood. Mayor Lee- Listen ya'll keep talking about my neighbor let me tell you something about my neighbor, my neighbor has been in this court room enough and paid enough fines to hire a dad gum professional grass cutting thing for years and he still does it. Stephanie Moncrief - Well keep doing it, it is income. Mayor Lee-That is what we do. Stephanie Moncrief- I mean it is covered, you can't even see the house now. Mayor Lee- You are right, you should have to look at it like I do. Stephanie Moncrief- What about the Mausoleum up here? Is that what ya'll anticipated when she first said she wanted to open up? Carol Witcher- What is the Mausoleum? Stephanie Moncrief- The stress garden, the flower garden place. I mean they are crazy up there, I feel like I am going through a grave yard and I am going to wake them up. What my point is, if we want to attract a certain somebody to this town and I hope one day we do grow that is not going to do it for us. I am just curious if that was what was approved when she first signed on, that she could put over 100 statues and things out there. Mayor Lee- Well as you say as we grow there is fixing to be fifty houses built in here. Stephanie Moncrief- I understand that but that does not address this issue. Lamar Lee- Hey right we can take care of that issue I mean evidently somebody has got a beef with that lady up there. Stephanie Moncrief -No it is not the lady, I don't even know her, I don't even know her. Lamar Lee- Grant are you here, take care of that. Stephanie Moncrief-I don't even know her, she could be the nicest lady in the world, that is not the issue, I could be the nicest person in the world too, but if I has a trashy yard. Lamar Lee-I will get my man over there. Ok give me the next one. Stephanie Moncrief- Speed Issues in our neighborhood. Linda Pilgrim- Can we look and see what

was approved for that area, for April's Flower Garden, Kathy Glass-If it is zoned commercial does it say you can only have so many concrete monuments in the yard? Stephanie Moncrief- I know in our covenants, it has to be well kept, attractive there has to be something in there like that because we kind of fashioned ours after the city and I wrote it and I can imagine that it is in there. Grant Satterfield-That is it's a matter of black and white. Mark Moore- I agree I have read through there and I haven't seen any ordinance regardless of what we feel. Much discussion was made. Mark Moore- Invited everyone to the work session that we have on the first Thursday of every month at 5:30 and expressed that everyone was welcome and should try to come to the meeting. Stephanie Moncrief discussed the proposed Ball Field to be built up at Corn Dawgs and Mayor Lee let her know that was a Walton County project and that it was probably not going to be built.

Scott Radcliffe - From the Masonic Lodge spoke on behalf of the Lodge and what their plans are coming up. They will be having a Car Show on December 8<sup>th</sup> to benefit Toys for Tots. He was asking for permission to put directional signs on Park Street for the show. Also, on October 27<sup>th</sup> at Youth Elementary or Walnut Grove Elementary I am not sure we are working on getting packages for our Guard a Child Program to give out at their fall festival, trying to get that going but having issues with the program. They want to get more involved with the community. Todd Wilson is the Master of the lodge right now.

**VI. APPROVAL OF THE MINUTES FROM September 13, 2018 AND October 4, 2018.**

Mark Moore made a Motion to Approve the minutes from both meetings, Linda Pilgrim seconded the motion, motion carried.

**VII. PUBLIC WORKS REPORT**

Alan Barton Public works director said there is not a whole lot to report. The crosswalk is finished, I hope everybody approves of it and likes it. That is the way that it was drawn out and presented. We are trying to get everything trimmed up for winter and maybe the grass will quit growing and we can get something done besides weed eating and cutting grass. We had the gas people come back in and cut some of the sidewalks a pretty good bit but we got some more free sidewalks put in. Talked to E.R. Snell and they said it would be about two more weeks before they could get started. Got the Christmas tree trimmed up and the top of it is dead and hopefully it don't continue to die, if it does I don't know what we are going to do. I guess we will have to make one. Carol Witcher- How are we doing on the sewer? Anything exciting going on? Alan Barton - We finally got a little sewer over to the plant, I noticed the first of the week. I have been checking on Silt Saver and looks like they have got all of the materials in and will probably be having their ribbon cutting soon.

**VIII. FINANCIAL REPORT**

Kathy Glass, we did not approve the financials for last month because there was a question about it. I have looked at it tonight with Mr. Moore and that one does go right along with the budget that we approved in June. So, if we can vote on that one, but the one for tonight the report that quick books generated we were looking at and it doesn't look like the budget that it is reflecting is correct, so I would like to push it to next month to approve it. It looks like it is pulling numbers from another budget. I don't want to approve the one for September, but I do want to vote on the one for August. Mark Moore- Going back to August I am concerned about

the expenditures on these classes that we are taking. So I want to make a motion that we limit city funding of all educational classes and expenses that go along with it to state mandated courses and to the once a year state convention and B to qualify for all attendees to the state convention must be taking a minimum of three courses to qualify to the convention. Kathy Glass- That was the budget that we passed and voted on. Can we amend this at this point in the middle of the budget year? Maxine McClanahan- asked the question to the Mayor are we discussing the report or are we discussing the budget? Attorney Mike Malcom - Ok Mark hold on before you start talking, she made a motion to approve the August financials can we go ahead and get that out of the way. On new business we can bring out what you are talking about. Mayor Lee- Motion needed to approve August. Carol Witcher made the motion to approve and Linda Pilgrim seconded the motion. Kathy Glass- ask Mr. Moore if he voted for the August and he said no, she then asked if he was sustaining. Mark Moore voted not to pass the August Financials. Motion passed.

#### **IX. CLERK'S REPORT**

Given by: Katherine Clerk

Activity report given on all business licenses, citations, and other permits and park reservations.

#### **X. CODE ENFORCEMENT REPORT**

Given by Grant Satterfield, Code Enforcement Officer

He gave a report on what he is working on and explained why he needed more hours.

#### **XI. MAYOR'S REPORT**

Well pretty much what I was going to talk about has all been talked about tonight. The crosswalk is finished, E.R. Snell will hopefully start next week. We have the signs out to say, "your tax dollars at work". The Christmas Tree Lighting will be Nov. 17th. October 18, The Walton Municipal Association meeting will be held at the Blue Willow in Social Circle.

#### **XII. OLD BUSINESS**

NONE

#### **XIII. NEW BUSINESS**

- a. Report from Walnut Grove High School from Dr Shawn Callahan gave update on the school. He had a very good report on how the school is doing compared to last year.
- b. First reading on the Amendment of the Business License Ordinance Chapter 32, Sec 32-105
- c. First reading on the 3<sup>rd</sup> chapter of the Code of Ordinances of the City of Walnut Grove regarding the City's Administration and for other Purposes.
- d. Modify Code Enforcement Officers hours per week. There was lots of discussion on this topic. Mark Moore made a motion to change the number of hours the Code Enforcement officer could

work from 5 hours per week to as much as 20 hours per week as needed. Carol Witcher-  
Seconded the motion, motion passed.

#### XIV. DISCUSSION ITEM

Mark Moore- I don't have anything other than asking to make sure that we can talk about the  
financials at our work session.

Carol Witcher- What are we looking in the financials that we have to look at so often?

Mark Moore- Just looking for a clear picture and an understanding of the financials.

Clerk Kathy Glass- I have furnished all the council members a copy of the check book register  
and a copy of all of the credit card statements with itemized entries and no one has ever called  
me with any questions about any entry on any of these documents. I just want to clarify that I  
have furnished stuff and no one has asked me anything.

#### XV. COUNCIL COMMENTS

Mark Moore: None

Linda Pilgrim: None

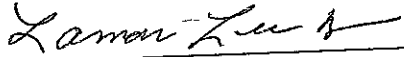
Carol Witcher: None

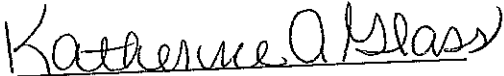
#### ADJOURN:

Motion made by Carol Witcher to adjourn, seconded by Linda Pilgrim  
Motion passed.

Time: 8:35 P.M.

Approved by the Mayor and Council this 8<sup>th</sup> day of November, 2018.

  
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Mayor Lee

  
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Kathrine A. Glass, Clerk

# Walnut Grove City Council Meeting

Thursday, November 8, 2018

7:00 P.M.

Present:

Mayor Lamar Lee  
Carol Witcher  
Linda Pilgrim  
Mark Moore  
Kevin Schultz

**I. CALL TO ORDER:**

Meeting called to order by Mayor Lamar Lee

**II. INVOCATION:**

Invocation given by Carol Witcher

**III. PLEDGE OF ALLEGIANCE:**

All stood for Pledge of Allegiance

**IV. AGENDA APPROVAL:**

**Kevin Schultz-** Ask for a new item to be added under section XIII, item IV - under new business, suspension of the work session on the first Thursday of every month. Motion made by Carol Witcher, seconded by Kevin Schultz, motion passed.  
Motion made by Kevin Schultz to approve agenda, seconded, opportunity for discussion, motion passed.

**V. PUBLIC COMMENTS: None**

**VI. MINUTES APPROVAL OCTOBER 11, 2018:**

Motion made to approve minutes as presented by Kevin Schultz, seconded by Carol Witcher, opportunity for discussion, motion passed.

**VII. PUBLIC WORKS REPORT: Alan Barton-**Not much to report. Halloween is over, and Christmas is just around the corner. Christmas lights are going up next week. No grass cutting going on. Things are going like normal. **Kevin Schultz** –We need patching or repair before the winter months come on. **Alan Barton** – Yes, we have some places, but I am meeting with E.R. Snell to get things started.

VIII. **FINANCIAL REPORT:** Motion made by Mark Moore to approve the financials, seconded by Kevin Schultz, motion passed.

IX. **CLERK'S REPORT: Katherine Glass**

Activity report given on all business licenses, citations, and other permits and park reservations.

X. **CODE ENFORCEMENT REPORT: Grant Satterfield** - I guess I am going to get on Alan's wagon, not much going on. I did find the Hoarder Code, it is an outdoor storage code. It does address, if you are in a commercial district, you can have outdoor inventory but if you are in a residential area it is hoarding.

XI. **MAYOR'S REPORT – Mayor Lamar Lee**

- This week we made application to recertify for the Tree City.
- Next week E.R. Snell is coming to meet with Alan about getting started.
- November 17<sup>th</sup> is the Annual Christmas Tree Lighting.

XII. **OLD BUSINESS: Jesse Couch -**

**Second Reading:**

a. Amendment to Business License Ordinance Chapter 32, Sec 32-105

b. Amendment to Chapter 3 of the Code of Ordinances of the City of Walnut Grove, Georgia regarding the City's Administration and for other Purposes.

Motion made by Kevin Schultz to amend both Ordinances as read, seconded by Mark Moore, opportunity for discussion, motion passed.

XIII. **NEW BUSINESS:**

I. **First Reading – Jesse Couch** - Amend Ordinance increasing Code Enforcement Officer's hours from 5 hours to up to 20 hours per week as needed.

II. Repair SCAG Lawnmower: Mark Moore made a motion to allow All Seasons Rental to repair lawnmower, Kevin Schultz seconded the motion, opportunity for discussion, motion passed.

I. **Vote to require City Council approval for Education Expenses-**

Mark Moore made a motion that the pre-approval of all travel and education expenses reported in the City of Walnut Grove Financial Report under the sections 52.3500 – Travel Council, 52.3501 – Travel Executive, 52.3502 – Education & Training Council, 52.3700 – Education & Training – Executive, and 52.3701 – Training/Conventions, be under the authority and oversight of the City Council until such time as the City Council appoints an Education Committee, Linda Pilgrim seconded the motion, motion was voted on, Vote was

two in favor (Mark Moore and Linda Pilgrim) and two opposed (Carol Witcher and Kevin Shultz). Mayor Lee broke the tie with a vote opposing the motion. Motion failed.

II. **Kevin Schultz**- Motion made suspend work sessions on the first Thursday of each month. No second on this motion. Motion died.

XIV. **DISCUSSION ITEM**

None

XV. **COUNCIL COMMENTS**

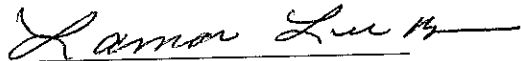
**Kevin Schultz** gave recognition to former City Councilman Wayne Dimsdale for being inducted in the Atlanta Country Music Hall of Fame.

**Carol Witcher**, I'm just glad to see everyone out tonight. Just like everyone to take part and be a part of the meeting. Tell us what you like and what you don't like. Thank you for your appearance. Hope everyone has a good evening and we will see everyone next time.

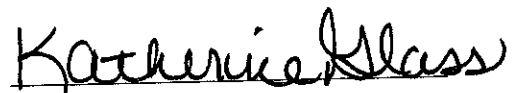
XVI. **Motion made to adjourn**, seconded by Carol Witcher, opportunity for discussion, motion passed.

Adjourned at 7:23 p.m.

Approved by the Mayor and Council this 13 day of December 2018.



Lamar Lee



Katherine A. Glass, Clerk



# Walnut Grove City Council Work Session

Thursday, November 1, 2018

5:30 P.M.

Present:

Mayor Lamar Lee

Carol Witcher

Linda Pilgrim

Mark Moore

Kevin Schultz

**I. CALL TO ORDER**

Meeting called to order by Mayor Lamar Lee

**II. INVOCATION**

Invocation given by Carol Witcher

**III. PLEDGE OF ALLEGIANCE**

All stood for Pledge of Allegiance

- IV. NEW FORMAT FOR AGENDA FOR CITY COUNCIL MEETINGS - Attorney Mike Malcom-** There is an item # 4 on the agenda for this work session tonight entitled new format for City Council meetings and there has been some discussion how we can better format our meetings to make them end more smoothly, quickly and efficiently. And one of the topics was the Public Comments and looking at Roberts Rules, and I know the mayor has some things up there. But what has been recommended to me is that we limit our public comments to three minutes. We will limit it to the public only with not turning into a Q&A questioning session because what I have found in my short time here it does make it difficult to move on with the other business of the meeting. The public does need a chance to voice to be able to voice complaints or bring their suggestions to the council. I believe we need to follow Roberts Rules and go with a three minute and maybe we need to codify that with some kind of ordinance and then explain to the public that when we are conducting a business meeting it can not turn into a Q&A session when public comment is over and that is the way it is suppose to be run. There was discussion regarding the limited time of three minutes for public Comment, having citizens sign in with the City Clerk prior to the meeting and looking at how Walton County does their public comment. It was discussed the City Attorneys could put this in an ordinance. The first reading could be at our December or January Council Meeting.

V. **NEW FINANCIAL REPORTS- Katherine Glass** – I have been trying to think what I could do to help with the financial reports to make them easier to read, easier to go through, easier to answer questions. So, I went ahead today and today is November 1<sup>st</sup>. I ran the ones for October and I am changing it to read “Monthly Financial Report” and I am doing it October 1 through October 31 to give you a look at the month of October which is the reason I was doing the reports I was doing prior to this was the way the previous clerks before me and I was just doing what they had done but I am just having a hard time with the reports being what everyone wants so I changed it so it is just for the month Oct 1 – Oct 31 so you can see what is budgeted and what is spent and how much percent of the budget, I don’t know what else to say. So you have got the reports that will be in your book next Thursday night so I am hoping if you find something you have a question about please ask me prior to that meeting that way we can streamline I can answer whatever questions and If I can’t answer it off the cuff I have an opportunity where I can talk to you from the office and I have the records and explain what we are looking at, then that way when we get to the meeting and the financial come up then we can vote on them and hopefully this will help. There was discussion about customizing the reports to what individual Council Members wanted and if they could be generated by QuickBooks. Some of the information asked for was in the original report given to the Council, the Actual vs Budget. Councilman Moore suggested the City have someone come in and set up QuickBooks. There was discussion about QuickBooks already being set up to separate line item accounts. There was also discussion about the duties of the City Clerk. In the end it was decided the City Clerk will go back to furnishing the reports, Actual vs. Budget she originally gave to the Council Members at the City Council Meetings.

VII **LIMITING OF CITY FUNDING OF EDUCATIONAL SPENDING**

**Mark Moore-** I ask Kathy to give me a report of the spending from the first of the year and by and by it was pretty complete. The question that I had other than mandated is, who approves the training sessions and trips and everything, is that you? **Lamar Lee-** Yep. **Mark Moore-** Taking this back, I know there are mandated courses throughout the year and I’m just looking at the end of the year last year and the amount of money we spent. And now after looking at the reports I see that there is some justification for the amount of money that is being spent. I’m just going to simply asked because there is so much money and just to clarify what we are talking about when we send somebody for a trip ok or education as for example I’m going to use Sonya is down for Municipal Court training which is a state mandated requirement. In that saying though you’ve got to understand the expenses that we are paying, not only for the class, we are paying for the mileage, and the hotel room and we are also paying per diem. Pier diem of \$50.00 per day. I just want to make sure that everybody is aware of how much each time we send somebody down. What I’m looking for is to be as efficient in that expenditure as I can, or we can. For example, if we go down to the early City Conference and we are paying mileage and hotel and per diem we want to make sure that as much of that training that is required is

covered. I am just asking for us to take at least three classes or as many as we can. It saves the City money. There was discussion about how many classes each employee or Council member should take, how much is cost and the benefits to the City of being further educated.

**VIII REPAIR OF THE SCAG LAWNMOWER-** Alan Barton presented reasons we need to have the SCAG Lawn Mower repaired. He suggested we replace the motor at a cost of \$2,708.18 instead of continuing to spend money to repair the existing motor. There was discussion about repairing or replacing the motor.

**IX REVIEW OF THE CITY OF WALNUT GROVE ORDINANCES**

**Mike Malcom** - Jessie has prepared an amendment to your Code Enforcement to be in line with your motion that was passed. So I brought copies for your consideration and your review, there is really nothing to it unless you guys see something that needs to be changed. And as far as other ordinances are concerned now is the time to engage us on any ordinances that needs to be looked at and bring it to our attention. I think that a review of our duties of all our city employees needs to be reviewed updated and clarified. I would suggest that we do a rough draft that you guys can look at at our next work session, and if there is any additions that you would like to add we can do that.

**X AGENDA FOR COUNCIL MEETING THURSDAY NOVEMBER 8, 2018**

Clerk Kathy Glass- SCAG Lawnmower

Code Enforcement Hours- 2<sup>nd</sup> reading

Clarification of 2<sup>nd</sup> reading of time of City Council meetings.

Business delinquent on paying taxes will not be able to get business license 2<sup>nd</sup> reading.

Public Comments- First reading

Council Approval of educational expense. Needs to be presented on how much they're going to spend why, where and when & is it mandated or not?

**XI ADJOURN:** Motion made by Kevin Schultz to adjourn, motion seconded and passed.

Mayor Lee

Katherine A. Glass, Clerk

