

City of Walthourville

City Council

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

Sarah B. Hayes
Mayor

"Always Moving
While Improving"

City Administration

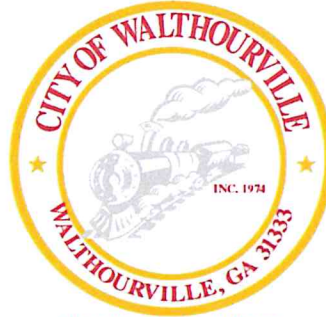
Shana T. Moss, City Clerk
Christopher Reed, Chief of Police
Nicholas Maxwell, Fire Chief
Dave Martin, Public Works
Luke R. Moses, City Attorney

AGENDA April 23, 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. Adoption of Meeting Agenda | Councilmembers |
| VI. Adoption of Regular Meeting Minutes (April 9, 2024) | Councilmembers |
| VII. Presentation(s) | |
| • Liberty County | Mayor Sarah B. Hayes |
| VIII. Agenda Item(s) | |
| 1. GMA-GIRMA (Georgia Interlock Risk Management Agency) 2024-2025 Property and Liability Insurance Renewal. | Mayor Sarah B. Hayes |
| 2. Sanitation Bids
Discussion of Bid Proposal. | Councilman Mitchell Boston |
| IX. Department Comments | City of Walthourville |
| X. Elected Officials Comments | City of Walthourville |
| XI. Citizens Comments (3 minutes) | Walthourville Citizens |
| XII. Executive Session | None |
| XIII. Adjournment | Councilmembers |

When an Executive Session is needed, it shall be called for (1) Litigation, (2) Personnel and (3) Real Estate.

All meetings are held at the Walthourville Police Department



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MINUTES

City of Walthourville
Mayor and Council Meeting Minutes
April 9, 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	Mayor Pro Tem Sarah B. Hayes
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. Invocation: The invocation was given by Councilman Robert Dodd.

IV. The Pledge of Allegiance was recited in unison.

V. Adoption 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. Adoption of the Regular Meeting Minutes from the March 26, 2024 meeting. Mayor Pro Tem Lovette informed Mayor Hayes that she had not had an opportunity to read the minutes and she would like the minutes to be read. Mayor Hayes addressed City Clerk Shana T. Moss and asked for the minutes to be read. City Clerk Moss addressed the Mayor and stated she has never had to read minutes before and she was unclear on what to do. At that point, Attorney Moses stated he would fulfill the request to read the minutes. The motion to approve the minutes was made by Councilman Boston and the second was added by Councilman Underwood.

Vote: 4-1: Moton Carried. Opposed Mayor Pro Tem Lovette.

VII. Presentation: City of Walthourville

Chief Nicolas Maxwell

Walthourville Fire Department

Chief Maxwell presented the Life Saving Medal (medical) to Deputy Chief of Service Chance Tyler Chandler. Chief Maxwell presented DC Chandler with a commendation letter narrating the events that took place, the lifesaving medal as well as a Chief commendation coin. His mother, wife and daughter were present to pin the medal acknowledging the display of gratitude by the city. Chief Maxwell stated, "DC Chandler your actions will forever be immortalized in our city's history. A copy of the commendation letter will be available for view by the public at our Fire station. Chief

Maxwell narrated the story, which stated, “An engine company from Walthourville Fire Department, led by Deputy Chief of Service Chance Tyler Chandler, arrived at the Thompson Road location roughly 4 minutes after the initial dispatch. The Walthourville Fire Department raced up the dirt road to find a woman and her two children standing outside their home. The woman was clutching her throat, unable to speak, and showing visible signs of distress and panic, reaching out towards fire personnel in desperation for assistance.”

Deputy Chief Chandler wasted no time springing into action, standing behind the woman, placing one fist below the woman’s sternum, wrapping his other hand over his fist, and squeezing her tightly. Nothing happened. He did it again. Still nothing. But the third time, a piece of food flew out of the woman’s mouth and she began breathing again. She was very emotional and expressed her gratitude by saying Deputy Chief Chance saved her life.”

Mayor Sarah B. Hayes

Public Works

Presented an exceptional employee acknowledgement to CDL Driver, Ms. Elizabeth White. She was surprised and teared up when Mayor Hayes read an email from Mrs. Wanda Willis commending Mrs. White’s excellence. Mrs. White had been collecting yard debris on St. John’s Road in Allenhurst when Mrs. Willis’s 7-month-old, 70-pound Labrador Retriever took off running. The woman fell so hard, “it stunned me and knocked the breath out of me.” When Mrs. White saw this, she ran to help Mrs. Willis. “My puppy began to jump on her because he thinks everyone wants to pet him. She didn’t swat him away but calmly told me that she’s afraid of dogs, which in my opinion shows great character and the ability to serve well under pressure.” I wanted to let you know that you have an exceptional and caring young lady in your employment. Please pass our gratitude to her, “Mrs. Willis said. Mrs. Willis is the wife of Allenhurst Mayor, The Honorable James Willis. Councilman Boston presented Ms. White with a bouquet of flowers and the Mayor presented her with a Certificate of Commendation.

VIII. Agenda Items

1. LCPC

Ms. Lori Parks

Rezoning Petition and Conditional Use 2024-007-W. A petition was submitted by Richter Taxes to rezone 1.756 acres +/- from AR-1 (Agricultural Residential) to OI (Office Institutional) for offices and accessory dwelling units for the Gift of Love is Here Corporation. The property is located at 2267 Shaw Road. Richter Taxes is a small tax preparation office in Liberty County. The Gift of Love is Here Corporation is a 5013C non-profit. They help with domestic violence, disaster relief and homelessness. They venture into the community and give kits with personal care items for men and women, and they specifically target Motel 6 for their customers who may not have any personal care items. They host back to school events to support both students and teachers. Councilman Underwood spoke in favor of Mrs. Richter and stated he knows

the work she does in the community. The motion to approve was made by Councilman Dodd and the second was added by Councilman Underwood.

Vote: 5-0: Motion Carried Unanimously

1B. LCPC

Ms. Lori Parks

Ms. Parks presented a Business License Request for Puka Pantry, LLC. The owner is Ms. Dyani Gonzales. The business will create crafted items such as shirts, hats, jewelry, ornaments and arts. This business will cater to the Hawaiian, Pacific Islander ethnicity. Ms. Gonzales stated it is a struggle to find things from Hawaii, here in this area. There will be nothing onsite, it will be an online business and she will sell at Flea Markets. The motion to approve was made by Councilwoman Kelly and the second was added by Mayor Pro Tem Lovette

Vote: 5-0: Motion Carried Unanimously

2. City of Walthourville

Mayor Sarah B. Hayes

Presented the Civility Concept and Resolution program that was created by GMA. GMA states that civility is more than just politeness. It is about disagreeing without disrespect and rudeness, it is seeking common ground as a starting point for dialogue about difference, listening past one's preconceptions and teaching others to do the same. Civility is the hard work of staying present even with those with whom we have deep rooted and fierce disagreement.

The Civility Pledge states, 'The way we govern ourselves is often as important as the positions we take. Our collective decisions will be better when differing views have had the opportunity to be fully vetted and considered. All people have the right to be treated with respect, courtesy, and openness. We value all input. We commit to conduct ourselves at all times with civility and courtesy to each other.

The city's meeting will be governed by the Rules of Decorum which is to foster an atmosphere of civil and courteous discourse, even and especially when discussing contentious topics, at all meetings held by the City of Walthourville.

A. Rules applicable to the Public

1. Each Speaker will be given 3 minutes during Public Comment.
2. Each Speaker will direct his or her comments to the Mayor.
3. Each Speaker will refrain from personal attacks, foul or abusive language, and will maintain a civil and courteous manner and tone.
4. Each Speaker will speak only to the agenda item under consideration.
5. Members of the audience will respect the rights of the others and will not create noise or other disturbances that will disrupt or disturb the meeting.

B. Rules for Mayor, Council, Committees and Employees

1. Members will conduct themselves in a professional and respectful manner at all meetings.
2. Members will not speak until recognized by the Mayor to speak.
3. Remarks by members will be directed to the Mayor or Presiding Officer who will then direct the appropriate person to answer.

Any Violation of the Rules of Decorum may result in the violator being removed from the meeting and premises.

The motion to approve was made by Councilman Boston and the second was added by Councilman Dodd. Vote: 5-0: Motion Carried Unanimously

3. City of Walthourville Chief Christopher Reed Presented the Liberty County Sheriff's Department MOU. Chief Reed stated there is no incentive in this MOU for LCSO. He stated the city has never received a bill from the Sheriff's Department. This agreement serves nothing to gain for Liberty County. This agreement will allow the city to have access to detectives, etc. The motion to approve was made by Councilman Dodd and the second was added by Councilman Underwood. Vote: 5-0: Motion Carried Unanimously
4. City of Walthourville Councilman Mitchell Boston Presented a Sanitation Bid. Councilman Boston stated the city needs to get out of trash business because the expensive overhead associated with this service is placing the city in arrears. He disseminated a bid for the Mayor and his fellow councilmembers. The Mayor and Council took no action, the elected body was asked to read the document and contact Councilman Boston if they had any questions and they will discuss this document during the work session and it will be placed on the agenda for action.
5. City of Walthourville Councilmembers Water Rate Increase was tabled due to the Elected Officials needing a base rate question clarified. The motion to table was made by Councilman Dodd and the second was provided by Councilwoman Kelly. Vote: 4-1: Motion Carried. Opposed: Mayor Pro Tem Lovette.

IX. Department Comments City of Walthourville

Mr. Patrick Golphin Water Department Reported the department was in the process of compiling the April Utility Bills. Councilman Underwood asked about the re-reads during this billing cycle. Mr. Golphin stated the city had 87 and these meters needed to be changed with what the city currently has or the city needs to upgrade to the digital meters. The previous Mayor and Council were briefed in June of 2023 about the cost of the digital meters which are \$873,000.00.

Mrs. Ivy Norris
Department

Finance

Presented the city's Financial Report from January 1st-March 31st, 2024. Included in this report were expenditures and revenue from the General, Water, T-SPLOST, and SPLOST Funds.

Chief Nicolas Maxwell

Fire Department

Gave the Department Statistics and stated the department's call volume was up.

Chief Christopher Reed

Police Department

Reported the calls have increased, 29 reports were generated, and 66 traffic citation were given In June, Corporal Adams and himself will attend Training. Major Hooker will be attending Firearm Training which will result in him being a certified instructor. This will be a benefit for the city.

X. Elected Officials Comments

Councilman Boston, reiterated again about the city's Sanitation.

Councilman Underwood stated the City will be sponsoring a July 4th Movie Night. He stated it will be held at Johnnie Frasier Park and the movie will be The Lion King. Additional Information, along with a flyer will be forthcoming.

Councilman Kelly reported the information has been sent to GDOT pertaining to LMIG and we will wait and see if we are approved.

Mayor Pro Tem Lovette, inquired about the status the Mayor and Council wanted to take on the Fence at Johnnie Frasier Park. Attorney Moses stated he had a contact and some information he would share with her. She also reported that she was on the committee for the 250-year Liberty County Celebration.

Mayor Hayes stated Earth Day will be held on April 19th, from 2:00 PM-6:00 PM at Bryant Commons in Hinesville. She encouraged everyone to come out and partake in the festivities. Reported the city will be sponsoring a Town Hall Meeting for all Walthourville Citizens on April 27th from 3:00-5:00 PM.

XI. Citizens Comments (3 minutes are given to citizens)

1. **Slyvia Boyd** spoke about the Meat Market and the buzzards that hover in the area due to the boxes that are placed outside. She added that the buzzards carry bacteria. Ms. Boyd stated she has expressed her concerns to the Mayor, Councilman Boston and Councilwoman Kelly. Mayor Hayes stated she has met with the Meat Market and the owner will be erecting a fence.

2. **Carrie Kent Anderson** spoke about the new developments coming into the area. She stated the citizens should be notified when a new development has plans to come to the

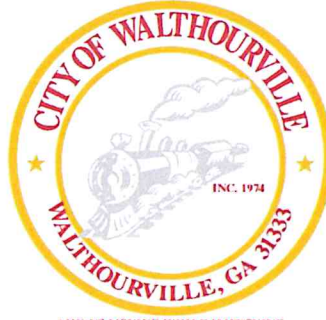
city. Mayor stated LCPC brings it to the Mayor and Council, and they also place a sign on the property that will be presented.

3. **Classie Kelly** stated she is opposed to having to bag her leaves.

XII. Executive Session None

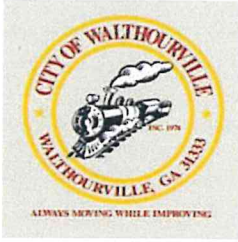
XIII. Adjournment: At 8:17 PM a motion to adjourn was made by Councilwoman Kelly and the second was added by Councilman Underwood. Vote: 5-0: Motion Carried.

DRAFT



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AGENDA ITEM 1



CITY OF WALTHOURVILLE
MAYOR AND CITY COUNCIL AGENDA ITEM

SUBJECT: 2024-2025 GIRMA Liability and Property Insurance Renewal

(X) AGREEMENT () POLICY / DISCUSSION () CONTRACT
() ORDINANCE () RESOLUTION/PROCLAMATION (X) OTHER

SUBMITTED: 04-15-2024

Council Meeting: 04-23-2024

DEPARTMENT: Office of the Mayor

BUDGET IMPACT: General and Water Fund will pay for the premiums. The city pays quarterly to GIRMA

PUBLIC HEARING? () Yes (X) No

PURPOSE: The City's Liability and Property Insurance is administered through GIRMA (Georgia Interlock Risk Management Agency) a subsidiary of Georgia Municipal Association. The 2024-2025 Premium is calculated at \$ 127,847.00.

HISTORY: GIRMA has provided coverage for the city and it is the most economical for Municipal Government.

FACTS and ISSUES: NA.

RECOMMENDED ACTION: Approval of Insurance Renewal for May 1st, 2024-April 30, 2025 Coverage.

Sarah B. Hayes
Mayor

Georgia Interlocal Risk Management Agency

GMA Property & Liability Self-Insurance Program

RENEWAL TERMS FOR 2024-2025

CITY OF WALTHOURVILLE

WA4

222 Busbee Road

Walthourville, GA 31333

Coverage Period:

May-01-2024 to May-01-2025

Presented by:



201 Pryor Street
Atlanta, GA 30303

Quote Date:

4/1/2024

Administered by:

Lockton Companies

3280 Peachtree Road NE #1000
Atlanta, GA 30305

Georgia Interlocal Risk Management Agency

RENEWAL TERMS FOR 2024-2025

CITY OF WALTHOURVILLE

General Liability and Law Enforcement Liability	Limit of Liability
Each Occurrence	\$1,000,000
Personal & Advertising Injury	\$1,000,000
Products / Completed Operations	\$1,000,000
Failure to Supply Utilities	\$1,000,000
Fire Legal Liability	\$1,000,000
Law Enforcement Liability	\$1,000,000
General Aggregate	\$5,000,000
Medical Payments	Excluded
Form	Occurrence
General Liability Deductible	\$0
Law Enforcement Liability Deductible	\$0
Employee Benefits Liability	\$1,000,000
Employee Benefits Aggregate	\$5,000,000
Form	Occurrence
Deductible	\$0

Coverage Features:

- No Premium Audits
- Defense Costs Outside the Limit
- Special Events Liability
- Athletic Participants Liability
- Fireworks Display Liability
- Cemetery Professional Liability
- Limited Pollution Liability
- Non-Owned Aircraft & Watercraft
- Liquor Liability
- Limited Drone Coverage (\$50,000)
- Garage Liability
- Personal Injury Liability
- Authorized Moonlighting by Police Officers
- Jail Cell Operations
- Police Animal Liability
- Assault and Battery
- Inmate Medical Coverage
- Sexual Abuse Coverage
- Worldwide Territory

Disclaimer:

These terms are not to be construed as an exact or complete analysis of the coverage agreement, nor as a legal evidence of coverage. The provisions of the actual coverage document will prevail.

Georgia Interlocal Risk Management Agency

RENEWAL TERMS FOR 2024-2025

CITY OF WALTHOURVILLE

Public Officials / Errors & Omissions Liability	Limit of Liability
Each Wrongful Act or Occurrence	\$1,000,000
Aggregate Limit	\$5,000,000
Form	Occurrence
Deductible	\$0

Coverage Features:

- No Premium Audits
- Defense Costs Outside the Limits
- Pay on Behalf Basis
- Personal Injury – to include:
 - Mental Anguish
 - Shock
 - Humiliation
- Employment Practices Liability – including coverage for:
 - Libel
 - Slander
 - Defamation
 - Sexual Harassment
 - Sexual Abuse
- Americans with Disabilities Act (ADA)
- Zoning Claims Seeking Monetary Demands
- Civil Rights Violations
- Services Performed Under a Mutual Aid Agreement

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Georgia Interlocal Risk Management Agency

RENEWAL TERMS FOR 2024-2025

CITY OF WALTHOURVILLE

Automobile Liability	Limit of Liability
Combined Single Occurrence Limit	\$1,000,000
Uninsured Motorists Liability	\$75,000
Hired & Non-Owned Liability	\$1,000,000
Medical Payments	Excluded
Deductible	\$0
Uninsured Motorist Deductible	\$0

Automobile Physical Damage	Limit of Liability
Limit	Actual Cash Value
Hired Physical Damage	Included
Vehicles Covered	Per Schedule
Comprehensive Deductible	\$1,000
Collision Deductible	\$1,000
Hired Physical Damage Deductible	\$1,000
Named Windstorm Deductible	1% Actual Cash Value per unit

Coverage Features:

- Automatic Coverage for Vehicles up to \$100,000 in value
- Automatic Liability Coverage for new vehicles
- Deductible Per Occurrence

Crime / Fidelity	Limit of Liability
Blanket Employee Dishonesty	\$500,000
Forgery or Alteration	\$500,000
Computer Crime	\$500,000
Money and Securities	\$500,000
Social Engineering Fraud	\$25,000
Deductible	\$1,000
Social Engineering Deductible Only	\$2,500

Coverage Features:

- Faithful Performance Included
- Includes all local and state required bonds

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Georgia Interlocal Risk Management Agency

RENEWAL TERMS FOR 2024-2025

CITY OF WALTHOURVILLE

Property	Limit of Liability
Total Insured Values	\$6,362,825
Blanket Building & Contents	\$6,215,500
Mobile Equipment	\$147,325
Computers ("EDP")	Included
Flood Limit – Including Zones A and V	\$6,362,825
Earthquake Limit	\$6,362,825
Coinsurance Provision	None
Locations Covered	Per Schedule
Valuation – Building & Contents	Replacement Cost
Valuation – Mobile Equipment	Actual Cash Value
Deductible – Buildings & Contents All Perils <i>(Tier 1 Only-All Perils except Named Windstorm)</i>	\$1,000
Deductible – Mobile Equipment All Perils <i>(Tier 1 Only-All Perils except Named Windstorm)</i>	\$1,000
Deductible – Named Windstorm for Tier 1 Only* <i>* Applies separately to (1) Each separate building. (2) The value of personal property located in each separate building. (3) Each item of Mobile Equipment. (4) Actual value of Business Interruption and Extra Expense loss for the 12 months immediately following the date of the direct physical loss.</i>	1% per unit
Automatic Coverage Extensions:	
Business Interruption	\$500,000
Extra Expense	\$500,000
Computers ("EDP")	\$500,000
Builders Risk	\$500,000
Property in Transit	\$500,000
Valuable Papers	\$500,000
Equipment Breakdown	Limit of Liability
Limit Per Occurrence	\$6,215,500
Ordinance or Law Limit	\$6,215,500
Hazardous Substance	\$250,000
Deductible	\$1,000
Automatic Coverage Extensions	
Ammonia Contamination	\$1,000,000
Expediting Expenses	\$10,000,000
Service Interruption	\$6,215,500
Spoilage / Consequential Damage	\$10,000,000
Water Damage	\$1,000,000

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Georgia Interlocal Risk Management Agency

RENEWAL TERMS FOR 2024-2025

CITY OF WALTHOURVILLE

Cyber	Limit of Liability
Security & Privacy Liability	\$250,000
Regulatory Action Sublimit of Liability	\$250,000
Event Management	\$250,000
Cyber Extortion	\$250,000
Deductible	\$10,000

Police Animal Mortality Coverage	Limit of Liability
Scheduled Limit	\$0
Deductible	Nil

Risk Management Services

<u>Type of Service</u>	<u>Annual Contribution</u>
Loss Control & Safety Training	
On Site Visitation	Included
Awareness Training	Included
Awareness Through Safety Bulletins	Included
Automobile Drivers Training	Included
Access to Safety Videos	Included
Safety Grant	
Based on a Contribution Volume and up to \$10,000	Included
*Subject to Approval & Requirements	
Employment Practices Help Line	
Legal Advice	Included
Property Appraisals	
Building Valuations	Included
Contents and Historical Valuations	Included
Crisis Management	
Provides \$50,000 for expenses incurred in response to a Crisis Event including Workplace Violence	Included

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Georgia Interlocal Risk Management Agency

RENEWAL TERMS FOR 2024-2025

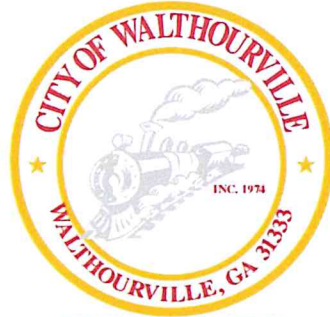
CITY OF WALTHOURVILLE

Contribution Summary

<u>Line of Coverage</u>	<u>Annual Contribution</u>
General Liability	\$11,770
Law Enforcement Liability – Before Credit	\$13,676
<i>Law Enforcement Initiative Credit Amount</i>	<i>\$0</i>
Law Enforcement Liability – After Credit	\$13,676
Public Officials Liability	\$10,418
Automobile Liability	\$52,579
Automobile Physical Damage	\$17,921
Property – Buildings & Contents	\$20,294
Mobile Equipment	\$276
Police Animal Mortality	\$0
Crime / Fidelity	\$726
Boiler & Machinery	\$1,062
Uninsured Motorist	\$735
Sub Total	\$129,457
Less Renewal Credit	\$1,610
Total	\$127,847

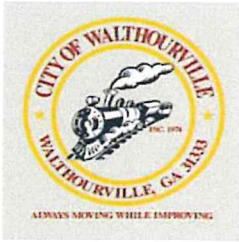
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AGENDA ITEM 2



CITY OF WALTHOURVILLE
MAYOR AND CITY COUNCIL AGENDA ITEM

SUBJECT: Sanitation Bids

- AGREEMENT POLICY / DISCUSSION CONTRACT
 ORDINANCE RESOLUTION/PROCLAMATION OTHER

SUBMITTED: 04-15-2024

Council Meeting: 04-23-2024

DEPARTMENT: Public Works-Sanitation

BUDGET IMPACT: Sanitation Department

PUBLIC HEARING? () Yes (X) No

PURPOSE: To authorize the City of Walthourville to accept bids for privatizing the Sanitation Department with the Bid Proposal that was presented by Councilman Boston at the April 9, 2024 Mayor and Council Meeting.

HISTORY: The City's Sanitation Department is operating at a deficit due to the cost associated with Sanitation and Bulk Collection.

FACTS and ISSUES: NA.

RECOMMENDED ACTION: For the Mayor and Council to discuss the Bid Proposal.

Councilman Mitchell Boston
Post 1