



CITY OF WALTHOURVILLE

The Honorable Mayor Sarah B. Hayes, Presiding

February 24, 2026 @ 6:00 PM
Walthourville Police Department

The Honorable Mitchell Boston, Mayor Pro Tem
The Honorable Bridgette Kelly

The Honorable Patrick Underwood
The Honorable Luciria Luckey Lovette

The Honorable Robert (Bob) Dodd

Mr. Luke R. Moses

City Attorney

AGENDA

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| I. | Call to Order | Mayor Sarah B. Hayes |
| II. | Roll Call | City of Walthourville |
| III. | Invocation | Appointee |
| IV. | Pledge of Allegiance | In Unison |
| V. | Approval of Agenda | Councilmembers |
| VI. | Approval of Minutes | Councilmembers |
| | <ul style="list-style-type: none">February 10, 2026 Regular Meeting Minutes. | |
| VII. | Presentation | |
| | HineSite Community Services, LLC.
HOPE on Wheels. | Mrs. Natasha Chapman |
| VIII. | Agenda Items | |
| | 1. City of Walthourville
Update on City Roads | Mayor Sarah B. Hayes |
| IX. | Citizens Comments | Walthourville Citizens |
| | Each citizen is allocated three (3) minutes. | |
| X. | Department Update | City of Walthourville |
| | <ul style="list-style-type: none">Water DepartmentFire DepartmentPolice Department | Mr. Patrick Golphin
Chief Nicolas Maxwell
Chief Christopher Reed |

XI. Elected Officials' Comments

Mayor Pro Tem Mitchell Boston

Councilmember Patrick Underwood

Councilmember Bridgette Kelly

Councilmember Luciria Luckey Lovette

Councilmember Robert Dodd

XII. Mayor's Updates

Mayor Sarah B. Hayes

XIII. Executive Session

None

XIV. Adjournment

Councilmembers

**When an Executive Session is warranted, it is called for the following:
(Litigation, Personnel and Real Estate)**

Mrs. Ricketson stated she was happy to provide an update on the Liberty 250 Celebration. She said 2027 will be the 250th year of the Founding of Liberty County and the 250th year of the signing of the Declaration of Independence. Liberty County had three signers of the Declaration of Independence.

Mrs. Ricketson explained the 250 Liberty Committee had been creating a plan of action to celebrate the semi quincentennial of the signing of the Declaration of Independence for 2026. She added the committee purchased a large (5” x 7.5”), red/white/blue Liberty Bell. She showed a picture of the bell and added that it is available to borrow for festivals, special events and to stage in public spaces.

Mrs. Ricketson added that the committee have a metal sign for each community with the word Liberty translated into approximately 30 languages, (she had the visual with her). They want residents to be able to read the word Liberty in their native tongue. The committee will offer a buy one, get one free deal to each city in Liberty County for up to five banners. The cost for all additional banners and all the hardware to hang the banners will be the responsibility of the city. This was informational presentation only.

VIII. Agenda Items

1. LCPC

Mrs. Lori Parks

Business License Request for On the Go. The business owner is Mr. Alex Baptiste, Jr. and he is will be located at 4981 West Oglethorpe Highway, Suite 15. This business is an on-the-go fruit juice, and smoothies. He added that he will be open from 9:00 AM-6:00 PM. The motion to approve was made by Mayor Pro Tem Boston and the second was added by Councilmember Lovette.

Vote: 5-0: Motion Passed Unanimously.

2. LCPC

Mr. Jeff Ricketson

Boundary Hall Modification.

Mr. Ricketson, LCPC Executive Director, stated he wanted to present a special request from Dryden Enterprises regarding Boundary Hall Subdivision Phase 1B for a Certificate of Occupancy. He stated the Mayor and Council requested that the fencing, pump station and connector street be completed before a Certificate of Occupancy be issued and the fencing and pump station have been completed. However, due to waiting for DOT to connect the lines and they are behind the Certificate of occupancy could not be issued without the Elected Body’s consent. He added that Dryden Enterprises has homes that can be sold; however, the connector road is the issue. Dryden Enterprises is asking for a special permit to allow the occupancy while DOT prepares for the connector road. The motion to approve the request was made by Councilmember Kelly and the second was added by Councilmember Dodd.

Vote: 5-0: Motion Passed Unanimously.

3. City of Walthourville

Mayor and Council

Mayor Hayes asked the council if they wanted to vote on the RFP for the maintenance of the city’s water Tower and what specifics did, they want in the RFP. American Tank Maintenance made a presentation to the Mayor and Council on August 26, 2025, about the work that needed to be done on the tower. Councilmember Kelly said, “do we need an RFP because the representative stated since this was an emergency one was not needed.” Mayor Hayes added, “we just want to be right

legally.”CityClerk Moss said the city has conducted RFP’s before for any of their contracts and pursuant to Georgia Law and advice from GMA any work over \$100K must be bid and placed on the State of Georgia Procurement site. Attorney Moses stated he was not sure about what constituted an “emergency,” status; however, he will research it and let the Mayor and Council know. The motion to approve with the stipulation that if a bid is not needed due to the emergency clause, then the city will move forward

with American Tank Maintenance was made by Councilmember Kelly and the second was added by Councilmember Dodd
Vote: 5-0: Motion Passed Unanimously.

IX. Citizens Comments

Walthourville Citizens

No citizens had comments.

X. Elected Officials’ Comments

Mayor Pro Tem Mitchell Boston stated the issue of the city’s credit card processing fee had arisen last year. He would like to see the city recapture some of the money. Finance Manager Mrs. Ivy Norris stated the city did not have the ability to differentiate the cost. The city has two options to collect ourselves or let the other company collect the fee from the citizen. The Merchant company will collect the credit card processing fee from the customer; thus, alleviating the processing fee to be included in our cost. He asked about the city’s new billing system. City Clerk Ms. Moss stated the city was working with the new vendor and getting our company’s software aligned. She stated she had been sending emails (the latest update was sent on January 29, 2026) to keep the Elected Body updated. With the new system the customer will be able to view their daily water consumption, and they will have to set up their own account with Express Bill pay. The city anticipates receiving the new processing machines soon.

Councilmember Patrick Underwood said Happy Birthday to employees Ashton C. Kirk who had a birthday on February 14th and Justin Jordan who had a birthday on February 24th. He reported the city will have its annual Easter Egg Hunt on Saturday April 4th and donations are being accepted for filled eggs. Donations can be dropped off at the Police Department.

Councilmember Bridgette Kelly stated on February 21st, two councilmembers will host a conversation with Council at the Career Academy from 4:00 PM-6:00 PM.

Councilmember Lovette stated she is glad that maintenance will begin on the Water Tower.

Councilmember Dodd encouraged citizens that we are having frigid temperatures and to be safe and protect themselves. He also Congratulated City Clerk Shana T. Moss for being nominated and installed as the District 12 City Clerks Director.

XI. Mayor’s Update

Mayor Sarah B. Hayes

Mayor Hayes added that there are three council members who are on the Liberty 250 Committee and she looks forward to receiving updates about the celebration from them. She further advised that on February 21st, KLB will have the Recycle Fair from 9:00 AM-1:00 PM and the Shred Truck will be located at City Hall. Citizens may bring in their old medications and there will also be a Clean Up, she is looking for volunteers. Also, Senior Citizens adult toiletries will be given away.

XII. Executive Session

None

XIII. Adjournment; At 6: 49 PM a motion to adjourn was made by Councilmember Dodd and the second was added by Councilmember Kelly.

DRAFT



City of Walthourville

PRESENTATION

HineSite Community Services, LLC

Mrs. Natasha Chapman



City of Walthourville

AGENDA ITEM 1

Mayor Sarah B. Hayes

Update on City Roads