



CITY OF WALTHOURVILLE
The Honorable Mayor Sarah B. Hayes, Presiding

March 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

- | | | |
|--------------|---|-------------------------------|
| 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">• March 10, 2026, Regular Meeting Minutes• March 10, 2026, Executive Session Minutes• March 18, 2026, Charter Updates Minutes/Notes | |
| VII. | Presentation | |
| | Girl Scouts of America Proclamation | Mayor and Council |
| | Keep Liberty Beautiful | Dr. Karen Bell |
| VIII. | Agenda Items | |
| | 1. LCPC | Mrs. Lori Parks |
| | Mobile Home Permit for Mr. Vincent Pray at 127 Barnard Pray Road. | |
| IX. | Citizens Comments | Walthourville Citizens |
| | Each citizen is allocated three (3) minutes. | |
| X. | Department Reports | |
| | Mr. Patrick Golphin | Water Department |
| | Chief Nicolas Maxwell | Fire Department |
| | Chief Christopher Reed | Police Department |

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)

City of Walthourville
Mayor and Council Meeting Minutes
March 10, 2026
Walthourville Police Department

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

Mayor Pro Tem Mitchell Boston	Councilmember Patrick Underwood
Councilmember Bridgette Kelly	Councilmember Luciria Luckey Lovette
Councilmember Robert Dodd	

The attendance of the council constituted a quorum.

Attorney Luke R. Moses was present,

- III. Invocation: The invocation was given by Mayor Sarah B. Hayes. Moments of silence were observed for the late Rev Jesse Jackson and for fallen service members who paid the ultimate sacrifice in the Middle East.
- IV. Pledge of Allegiance. The Pledge of Allegiance was recited in unison.
- V. Approval of Agenda. The motion to approve the agenda was met with a motion to amend the agenda to include discussion on the city's wells, charter update and an Executive Session for Real Estate and personnel and to remove the Girl Scout Proclamation motion to amend the agenda with the above aforementioned amendments was made by Councilmember Kelly and the second was provided by Councilmember Dodd. Vote: 5-0: Motion Passed Unanimously
- VI. Approval of Minutes: The motion to approve the February 24, 2026, minutes were made by Mayor Pro Tem Boston and the second was added by Councilmember Underwood. Vote: 3-2: Motion Passed.
Councilmember Kelly wanted the minutes amended to include the statement she made about potholes on Arnall Drive.
- VII. Presentation:
Keep Liberty Beautiful Earth Day Proclamation: Mayor Pro Tem Mitchell Boston presented the Earth Day Proclamation to Executive Director, Dr. Karen Bell and Board Members. Dr. Bell commented that Earth Day will be April 18, 2026, from 10:00 AM-2:00 PM. Spaces are available for cites and volunteers are needed. The location for Earth Day will be Bryant Commons in Hinesville.

VIII. Agenda Items

1. LCPC

Mrs. Lori Parks

Mrs. Parks presented a business license request for Huntress Woods-N-Nature. The owner is Ms. Charlena McNeil and this is a home based no profit outdoor wildlife education experience for children ages 10-11. The goal of this business is for hunting and fishing education. There will be no guns. The motion to approve was made by Councilmember Kelly and the second was added by Councilmember Lovette.

Vote: 5-0: Motion Carried Unanimously.

2. City of Walthourville

Mayor and Council

Mayor Hayes stated the city has been in discussion about whether to proceed with an RFP on the city's water towers. She added that it has been reported to her the city's water is clean and blue and samples are taken daily. She added that the city needs to maintain a standard of how we operate when it comes to RFP's. She further added that it does not look like transparency when we issue an RFP or one thing and we don't do it for all. Georgia Law requires any expenditure over \$100,000.00 to have an RFP. Councilmember Kelly stated she made contact with Attorney Moses and he stated that due to the Water Tanks condition it was deemed an emergency situation and RFP could be eliminated. Councilman Dodd asked Attorney Moses what he was advising? Attorney Moses replied, "if you don't do an RFP the city is covered. Councilmember Kelly added, "If we don't need one, why are we doing one?" Mayor Hayes asked, "where do we draw the line? I think we should do an RFP and therefore we would have more than one quote. I have a objection to this, I feel we should do things across the board, somethings we issue an RFP for and some things we don't." Councilmember Kelly added, we draw the line legally because this is route maintenance. Mayor Pro Tem Boston added that the contract with American Tank Maintenance has been budgeted, and this is routine maintenance and their report showed the conditions of the towers. Mayor Hayes asked how they wanted to remit payment since they are determined to proceed without an RFP. The city has options to pay in full, quarterly or monthly. The motion to approve American Tank Maintenance without an RFP and to pay quarterly was made by Councilmember Kelly and the second was added by Councilmember Underwood.

Vote: 5-0: Motion Passed Unanimously.

3. City of Walthourville

Mayor Sarah B. Hayes

Mayor Sarah B. Hayes reported that Mrs. Delisa Clift of Global Business Development Strategy conducted an in-person visit to City Hall to shadow the City Hall team. Mayor Hayes then requested Ms. Moss to provide an update regarding the visit. Ms. Moss stated that Mrs. Clift and her team were onsite for approximately two and a half hours. During this time, they met with and observed each employee, reviewing their daily responsibilities and tasks. Employees were observed interacting with customers both in person and via telephone. Additionally, staff were asked to explain how they prepare for emergency situations while maintaining continuity of daily operations.

4. City of Walthourville

Mayor and Council

Road Improvement Update. Mayor Hayes stated she had been in communication with Liberty County Public Works Administrator, Mr. Clinton Wells about the IGA and what it entails. The IGA consist of routine maintenance, tree trimmings, and anything else out of the scope of the IGA will cost additionally. Councilmember Lovette inquired about the ditches that need to be pulled and cleaned. Mr. Wells said they do not come to city without being asked because of the cost that can

be incurred. Mr. Wells added that they do not sweep ditches or roads for any cities. He added anything that is not on the IGA that a municipality request will have to go back before the County Commissioners for approval.

County Commissioner Gary Gillard stated that the Liberty Consolidated Planning Commission (LCPC) has established criteria that roads must meet, and all relevant factors must be considered. He noted that there may be differing preferences among citizens, with some residents wanting their ditches cleaned and others not. Commissioner Gillard emphasized the importance of exercising caution when requesting such work. He further explained that the City holds an easement for maintenance purposes, while homeowners are responsible for maintaining areas from their porch to the edge of the pavement. Commissioner Gillard also advised that paving a road is a significant expense, often costing up to \$1 million. As a more cost-effective alternative, he suggested the use of crush and run.

Additionally, Commissioner Gillard stated that the City of Walthourville has multiple County Commissioners who may assist with funding, including Chairman Donald Lovette and Commissioner Marion Stevens. He expressed his willingness to assist with available resources; however, he noted that he also serves other municipalities, making it important to engage additional commissioners for support. Councilmember Dodd inquired whether a list of maintained roads is available. Mr. Wells responded that such a list can be obtained from T.R. Long Engineering.

5. City Wells City of Walthourville
Mayor Hayes stated the city received updates about the pumps for some of the wells. Water Supervisor Mr. Patrick Golphin added that the city's lift station at Hardman Road is having trouble due to the age of the pumps. He added that the city and EOM are working to explore options and to find out how much additional pumps will cost. He further added that this is the result of aging infrastructure.
6. Work Session/Charter Update Mayor and Council
The Mayor and Council will hold a meeting to update the City's Charter on March 18th, 2026 at 6:00 PM at the Walthourville Police Department. On March 24th at 5:00 PM they will hold a meeting to discuss the city's roads.
7. Audit Update CHK Group
CHK's Mrs. Jenelle Gordon gave an update on the city's 2021 Audit. She stated CKH has been working with James Moore, (Auditors) to pull the information needed. She added that the auditors asked for samples (invoices and receipts) and the city met the threshold with one hundred percent. Mrs. Gordon added that the first year was the hardest and the following years should be easier. Attorney Luke Moses asked if she could give a timeline of when the audits would be completed and Mrs. Gordon added she could not because the audit is actually being conducted by James Moore.

- IX. Citizens Comments Walthourville Citizens
1. Mr. Brenton Nobles stated he had an issue with his yard, the city came over; however, he is still experiencing issues.

2. Mr. Hakeem Cleare stated with Hurricane Season approaching how is the city preparing? Councilmember Dodd who is also Liberty EMA; s Director added that generators have to be requested and it can't be requested until it is needed. He also added the State monitors reh resources and gives them out according to the need.
3. Ms. Sanya Thomas stated she wanted to address the potholes on Dorsey Road. She also stated the wells (pumps) need to be fixed because she lives adjacent to the public works building and she can hear the wells.

X. Elected Officials' Comments

Mayor Pro Tem Boston, added he is glad the city is moving forward with American Tank Maintenance and he yielded his time to Corey Freeman who is running for State Senate.

Councilmember Underwood acknowledged the March Birthdays which are Officer Candace Warren and Corporal Patrick Williams. He stated the City will host an Easter Egg Hunt from 12-1 at Johnnie Frasier Park on April 4th. Also, there will be a Special Needs Easter Egg Hunt on March 28th from 11-2 at James Brown Park in Hinesville.

Councilmember Kelly added she is happy to move forward with American Tank Maintenance. Also, Arnall Drive repairs she reported has not been repaired.

Councilmember Lovette added she is glad that we are getting crush and run on Emily Cooke. She wanted to applaud the person who is doing the audits.

Councilmember Dodd stated he wanted to acknowledge City Hall with the assistance they gave him with a citizen. He appreciated their help.

XI. Mayor's Comments

Mayor Sarah B. Hayes

Stated on March 21st, the city will have a City-Wide Cleanup from 9:00 AM-12 Noon and volunteers are needed. If anyone wants to volunteer, please contact her.

XII. Adjournment: At 7:38 PM the motion to enter into executive session for real estate and personnel was made by Mayor Pro Tem Boston and the second was added by Councilmember Kelly.

Vote: 5-0: Motion Passed Unanimously.

At 8:18 PM the motion to adjourn was made by Councilmember Kelly and the second was added by Mayor Pro Tem Boston.

City of Walthourville
Charter Update Meeting Notes
March 18, 2026 @ 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. Roll Call: In addition to Mayor Hayes, the following members were present:

Mayor Pro Tem Mitchell Boston
Councilmember Bridgette Kelly

Councilmember Patrick Underwood
Councilmember Robert Dodd

The attendance of the Council constituted a quorum.

Member Absent: Councilmember Luciria Luckey Lovette

Attorney Luke R. Moses was present.

III. The motion to amend the agenda to include American Tank Maintenance was made by Councilmember Kelly and the second was added by Councilmember Underwood.

Vote:4-0: Motion Passed Unanimously.

IV. American Tank Maintenance: Councilmember Kelly stated the American Tank Maintenance contract was voted on at the March 10, 2026 meeting and as of today when she spoke to Mr. Shelton the contract has not been signed. She added if the Mayor had an issue with signing, she would like to proceed to have the Mayor Pro Tem sign the contract. Mayor Hayes added she has no problem signing the contract, but she likes to research and read everything, and the contract is for eleven years. She also added she still has the same concern she had at the March 10th meeting and that the city did not seek an RFP. She also added she was concerned about the payment, at the meeting the council voted to pay quarterly, and that is a substantial amount of money. She would like to recommend paying them monthly. The motion to pay monthly instead of quarterly was made by Councilmember Kelly and the second was added by Councilmember Underwood.

Vote:4-0 Motion Passed Unanimously.

V. Charter Updates:

Article I Meeting Section 2:2 needs to be changed to the 2nd and 4th Tuesday of each month.

Words in the charter should be gender neutral (they and them).

Fiscal Year should be reflected as January 1-December 31st.

Budget Planning should begin in July and adoption in December.

Department Heads must attend one council meeting per month.

Term Limits for the Mayor should be reflected as two consecutive terms. (limited to two terms)

No term limits for council members, but staggered terms.

Expand the authority of the Mayor to cover and include the Elected Officials.

Attorney Moses suggested that he doesn't think it is feasible for council to be over departments. Elected Officials over departments can create and open the city to liability.

Elected Officials (Councilmembers) will be involved in the hiring of Department Heads.

Elected Officials will not be involved in the hiring of individual employees

There will be an initial planning meeting/workshop with department heads for the budget during the day to kickoff the budget season.

Garbage Collection should be listed as the garbage service is privatized.

At 7: 38 PM the motion to adjourn was made by Mayor Pro Tem Boston and the second was added by Councilmember Underwood.

DRAFT

A Proclamation on the Importance of Girl Scouts to Today's Girls

WHEREAS, March 12, 2026, marks the 114th anniversary of Girl Scouts of the United States of America, the largest and most impactful leadership program for girls in the world; and

WHEREAS, the Girl Scout movement began on March 12, 1912, when Juliette "Daisy" Gordon Low, a native of Savannah, Georgia, organized a group of 18 girls and provided them with the opportunity to develop physically, intellectually, socially, and spiritually; and

WHEREAS, for over a century, Girl Scouts of the United State of America has advanced its mission to "build girls of courage, confidence, and character, who make the world a better place"; and

WHEREAS, today, more than 50 million women—trailblazers, visionaries, and leaders—are Girl Scout alums who have made the world a better place; and

WHEREAS, since its beginnings, Girl Scouts has emphasized public service and civic engagement, and has fostered a sense of community in girls; and

WHEREAS, during a time when girls are experiencing increased levels of anxiety, stress, loneliness, and depression, Girl Scouts continues to provide community, consistency, and connection for girls across the world, and is a safe haven in all the uncertainty; and

WHEREAS, girls say that Girl Scouts supports their mental health and is an accepting, secure space where they feel free to be themselves and where leaders and other girls are sources of support during difficult times; and

WHEREAS, at a time when civics education is missing from many schools, Girl Scouts engages girls of all grade levels in civics programming that deepens their understanding of community action, democracy, and government, prepares them for a lifetime of civic engagement, and motivates them to take action on issues that are important to them; and

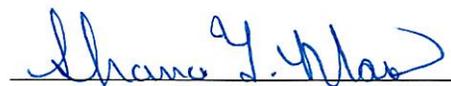
WHEREAS, Girl Scouts offers girls 21st century programming in science, technology, engineering, and math (STEM); the outdoors; entrepreneurship; and beyond, helping girls develop invaluable life skills; and

WHEREAS, Girl Scouts of Historic Georgia serves more than 7,000 girls across and 3,000 adults in 122 counties in Georgia, two counties in South Carolina, and one county in Alabama.

NOW, THEREFORE, WE, the Mayor, Mayor Pro Tem and Councilmembers, of the City of Walthourville do hereby applaud the Girl Scout Movement and Girl Scouts of Historic Georgia for providing girls with a secure, inclusive, all-girl space where they can hone their skills and develop leadership abilities, and declared the 12th day of March, 2026, to be Girl Scout Day on this 24th day of March 2026



Sarah B. Hayes, Mayor



Shana T. Moss, City Clerk

Liberty Consolidated Planning Commission – Report

Governing Authority: The City of Walthourville



Mayor & Council Date: March 24, 2026

Type of Permit: Mobile Home Permit for 127 Barnard Pray Road
Parcel – 063A007
For a double-wide manufactured home.

Owner of Property: Vincent Pray

Applicant: Same

Utilities: City Water and Sewer

Comments: Zoned AR-1 (Agricultural Residential) which
allows double or single wide homes.
Type B skirting, which is vinyl,
treated lumber or masonry material.

Recommendation: APPROVAL

LCPC Staff:

Lori Parks

Lori Parks

Zoning Administrator

3-14-24

Date

Liberty Consolidated Planning Commission

100 Main Street, Suite 7520
Hinesville, Georgia 31313
Phone: 912-408-2030



Jeff Ricketson, AICP

Executive Director

Zoning Permit

Tax Map & Parcel#: 063A007 Date: 3-11-26

Property Owner: Vincent Pray

Contact Name & Number: Vincent Pray 470 629 3153

Contact Mailing Address: _____

Property Street Address (if existing): 127 Barnard Pray Rd

Subdivision: _____ Lot: _____ Jurisdiction: _____

What are your permit plans? Place DW mobile home on property

Type of Water and Sewer: city water + sewer

What structures are on this property? vacant

I confirm that these statements are true: NP

LCPC Use Only

- Unincorporated Liberty County
- Allenhurst

- Flemington
- Gum Branch
- Hinesville

- Midway
- Riceboro
- Walthourville

Building: Principal Accessory* Zoning District(s): AR-1

Setbacks: Front: 35' Rear: 25' Side: 25' Side Street: N/A

*Accessory structures shall not be any closer than 10 feet to any other structure (principal or accessory).

Maximum Height: _____

Mobile Home Requirements: Size: DW Skirting Type: B vinyl, treated lumber or masonry

Flood Zone: _____ Base flood elevation (if any): _____ FIRM Map & Panel: 13179C

Comments: Placing DW on property

Impact Fees Paid (City of Flemington only)

Approved; meets Zoning standards

Disapproved; does not meet Zoning standards

LCPC Staff: Lori Parks Date: 3-11-26



The map shown is for illustrative purposes only and is not suitable for site-specific analysis or litigation. The map is not intended to be used as a legal document and is not necessarily accurate to surveying standards. Liberty County assumes no responsibility for the legal accuracy contained herein.

Liberty County PRISYM 2.0

- Areas**
- Override 1
 - Roads
 - Parcels
 - ParcelsCache (Light Outline)
 - Carto Line
 - Land Hook
 - Red: Band_1

- Green: Band_2
- Blue: Band_3



Liberty County
Assessors' Office
100 Main Street, Suite 1550
Hinesville, Georgia 31313
Phone: (912) 876-3568

