



# March 22, 2021

## Woodbury City Council

### Minutes

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#### ANTICIPATED ATTENDING

- Mayor Steve Ledbetter
- Mayor Pro Tem Ronnie Garrett
- Councilmember Randy Carter
- Councilmember L. C. Gates
- Councilmember Carolyn Ledbetter
- City Attorney Danielle Sewell
- City Hall, City Clerk Angel Fowler
- Police Department, Chief Smart Web
- Public Works, Director Willie Holmes
- Water Director, Cody Kelly

#### **WELCOME, CALL TO ORDER, INVOCATION, and PLEDGE OF ALLEGIANCE**

- Mayor Steve Ledbetter

#### **ADOPTION OF AGENDA**

##### **March Agenda, 2021**

- Councilmember Carter made motion to adopt the March Agenda
- Councilmember Ledbetter seconded the motion
- All approved

#### **ADOPTION OF THE MINUTES**

##### **February 15, 2021**

- Councilmember Carter made motion to adopt the February 15, 2021 meeting
- Councilmember Ledbetter seconded the motion
- All approved

#### **EXECUTIVE SESSION- REAL ESTATE**

##### **Time in 6:00 pm**

- Councilmember Carter made motion to go into Executive Session
- Councilmember Gates seconded the motion
- All approved

## Time Out 6:06 pm

- Councilmember Carter made motion to come out of Executive Session
- Councilmember Ledbetter seconded the motion
- All approved

## Any Decision:

- Councilmember Ledbetter made the motion to allow DDA to manage & control the sell of the property located at Date Lane and Dromedary Street
- Councilmember Carter seconded the motion
- All approved

## MAYOR'S UPDATE

- **Impact Fee Support-update**  
Draft on Permit Fees and Sub-Division section for the Zoning Ordinance will be discussed at the April Meeting
- **PlanFirst Community Designation Application**  
The draft has been completed and waiting review from Staff and Council  
The city is one month ahead on submitting the application. If the city is awarded Plan First Community Designation, it will allow the city to apply for the COBG grants each year and not every two years
- **DOWNTOWN PARKING AND TRANSPORTATION IMPROVEMENT PROJECT UPDATE**  
The city is having the sewer and water lines located to be able to start the project
- The emergency sewer issue at the creek is out for bids
- The City of Concord sent a nice letter to the city commending the City of Woodbury for their help with the internet service in their town

## DEPARTMENT REPORTS

- **Police Department – Chief Smart Web**  
Chief Web requested the funds to purchase Tag Readers and Cameras for the Municipal Building and Downtown
  - Councilmember Carter made the motion to approve Tag Readers and Cameras
  - Councilmember Garrett seconded
  - All approved
- **Public Works – Director Buck Holmes-Chief Web reported for Mr. Holmes**

- Water & Sewer — Cody Kelly  
Completed the Sanitary Survey  
Water loss is improving, the water loss will be higher due to a house fire this month  
All lift stations are cleared and cleaned up, this satisfies the requirements from EPD
- City Clerk — Angel Fowler-see attached report  
Safebuilt contract  
Water Plant lettering on the building

## **SPECIAL COMMITTEE REPORTS**

- Woodbury Development Authority — Kera Summers, Chairperson- Did not attend
- Planning & Zoning Commission — Vicky Matthews, Secretary- see attached
- Historic Preservation Commission — Candy Head, Chairperson  
Still need 2 more people on committee, finishing up on the history of the buildings downtown

## **INTERNET SERVICE-MOLENA**

The City of Molena has requested an Intergovernmental Agreement with the City of Woodbury to provide internet access to the city. The City of Molena will pay \$25.00 for each customer that subscribes and there will be no cost to the city.

- Councilmember Carter made motion to provide internet Access to the City of Molena
- Councilmember Ledbetter seconded the motion
- All approved

Broadband Solution, LLC who takes care of Woodbury's system and installation has requested the same contract with the city to provide High Speed Internet to customers outside the city. The city would also receive monies from this endeavor.

- Councilmember Carter made motion to approve that Broadband Solution, LLC contract with the city to provide High Speed Internet to customers outside the city
- Councilmember Ledbetter seconded the motion
- All approved

## **TRI-CITY HOUSING-APPOINTMENT TO THE BOARD**

Table until April, requiring a representative from Tri-City Housing be at the meeting

- Councilmember Garrett made the motion to table until April meeting
- Councilmember Carter seconded the motion
- All approved

**LEGAL UPDATE – City Attorney, Danielle Sewell**

City Charter refers to court as Police Court, this needs to be changed to Municipal Court

- Councilmember Garrett made motion for the City Attorney to move forward to make the necessary changes through Ordinance or Resolution
- Councilmember Carter seconded the motion
- All approved

**PUBLIC COMMENTS**

N/A

**NEW BUSINESS**

N/A

**COUNCILMEMBER COMMENTS**

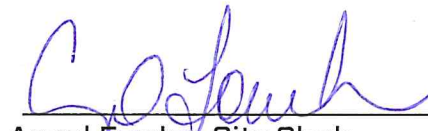
N/A

**ADJOURNMENT- TIME 6:48 PM**

- Councilmember Carter made motion to adjourn
- Councilmember Garrett seconded the motion
- All approved



Steve Ledbetter, PhD  
Mayor



Angel Fowler, City Clerk

# CITY OF CONCORD

**John Strickland**  
Mayor

**Ric Calhoun**  
Mayor Pro tem

**Josh Caldwell**  
Council Member

**Doug Neath**  
Water/Wastewater Supervisor

P O Box 175  
Concord, GA 30206  
770-884-5221  
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**Virginia Howard**  
Council Member

**Melissa Turgeon**  
Council Member

**Subrenna Weathers**  
Council Member

**Sharon Casey**  
City Clerk

March 16, 2021

To whom it may concern:

I am John Strickland, Mayor of the City of Concord, Georgia. Our town is a small city about 50 miles South of Atlanta with a population of approximately seven hundred fifty residents with three hundred twenty-seven residences connected to our water and sewer systems both inside and outside our city limits. I have been Mayor for the last seven years and on the city council since 1975. Providing the best services for our residents and business possible has been our council's goal for as long as I have been involved. Being this small has been very challenging and requires careful thought and innovativeness to achieve our goals.

My family operated a farming and mercantile business in Concord for over a 100 years. I returned after college to the family business in 1971, but found the challenges of small towns and farming fading in rural Georgia was unable to survive the business and closed in 1992. For the last twenty years I have seen a slow but steady revival of small towns in our area with a desire for a more rural lifestyle by many families. The pandemic of the last year has created a new challenge for our residents with in home education for students and work from home parents. The ability to provide adequate technology for us became the number one issue for us to face.

Reaching out to many different avenues to find an adequate solution to getting something with broadband capability appeared to be unobtainable and too expensive for us to achieve. AT&T was our only source but limited to 15 mbps in a small area in the range of the local telephone office. Expensive DSL for the rest of the area. Early in 2020, there was a broadcast of an interview from the Department of Community affairs featuring several successful programs that looked promising. One of those was from the Mayor of Woodbury, Steve Ledbetter, who was starting a new internet service and providing broadband as a utility service for the town. Woodbury being close to Concord I contacted Mayor Ledbetter to see his program. Steve was very receptive to our interest and introduced me to the technicians that were putting together the system and to my amazement found it economical enough for us to consider following the same system in Concord. Mayor Ledbetter came to our city council meeting and his presentation convinced my council to move forward.

In four months, we have been able to bring fiber optic cable into our city hall and broadcast broadband capability to our town. Going live on March 1<sup>st</sup> in one week we have fifteen residents on line with another twenty-five to put on line and many more wanting to be connected. I have worked with three other cities in our county and are waiting to follow in our footsteps.

Thanks to Mayor Ledbetter Concord is a broadband ready town with an economically viable solution to a problem that rural towns are facing.

*John P. Strickland, Mayor*





## **POLICE UPDATE**

**March 22, 2021**

During the month of February 2021, the Woodbury Police Department responded to 125 calls for service that included: suspicious activity, alarms, medical requests, reckless driving, damage to property, threats, civil service, domestics, burglaries, requests for extra patrol, house checks, mechanical breakdowns, suicide attempts, disputes, road hazards, unwanted persons, lost or stray animals, brush fires, improperly parked vehicles, and water leaks.

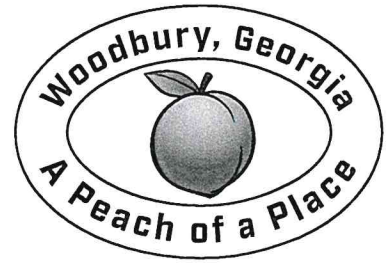
Our officers issued 83 citations and 176 warnings. We conducted one (1) safety checkpoint, resulting in an arrest for driving with suspended license and drug possession. This method is a crime deterrent that keeps the citizens of Woodbury safe. We do not intend to hinder our citizens or their movement.

Additionally, we continue to use community service details to clean city streets, clean around city hall, and keep our vehicles clean.

Corporal McDaniel and Assistant Court Clerk Mrs. Woodall completed training as State Certification Managers. By completing this training, we are one step closer to State Certification for the Woodbury Police Department.

### **Tag Reader**

I would ask the Mayor and Council to allow the Woodbury Police Department to spend approximately \$4,800 dollars to purchase and install cameras with audio. These cameras will be placed: one in the City Hall lobby, and three on Main Street (Millarden Road, Dromedary, and Whitehouse Parkway). I would also ask the Council to consider the expenditure for two flock "movable" cameras an additional cost of \$2,500 per camera.



The Joint Meriwether County Comprehensive Plan and our Woodbury Community Work Program both call for the purchase of patrol mounted tag readers. The cost to purchase vehicle mounted tag readers is \$16,000 dollars per car as we discussed during the January 2021 Council meeting. The Department has reviewed every optional system and believe the installation of the hard mounted roadside cameras is far less expensive and provides for a much better option. We will have availability to have tag reader access within the City for less money than it would cost to outfit one vehicle with a tag reader. Additionally, surrounding cities and counties such as Pike, Upson, and Troup are using this system. Woodbury Police Department has signed an agreement to share citation and arrest data through our software vendor with surrounding agencies. With this agreement in place, the tag reader cameras, such as the camera currently located just outside of Gay inside of Pike County, can detect a violator traveling into Meriwether County and alerts the on-duty officer through our vehicle mounted computers. Likewise, if the Council approves the request, should someone pass through Woodbury and these cameras detect the offender the system would alert officers in Woodbury and adjoining jurisdictions through our vehicle mounted computers.

We have monies in the Police general fund budget for this expenditure. As this is a line item in our Comprehensive Plan / Community Work Program, I would ask the Council to consider approving this expenditure.

## Public Works Monthly Report

### Leaks

For the month of Feb. we had 4 leaks:

291 Bray Rd. was leaking at the service line near the meter box that resulted in water loss.

We had a 2" water main leak on Main street at the fruit stand. Crawford came in that evening and repaired the leak with help from the public works crew. The road was repaired 2 weeks later by the paving crew at a cost of \$3260.00.

218 Althea Rd. had a lead in service line going to meter. HWE replaced the service line from the main back to the meter.

17983 Main St. had a water leak in service line near meter box. Leak was repaired by the public works dept. and causes water loss.

The Public Works dept. used Jetter to unclog sewer line on Main St. We had to spread rock and gravel at the sewer pond driveway because the tanker trucks were getting stuck when it rained. The Public Works Dept. have been locating all inactive meters and GPS them to be capped off later. A stop sign was leaning at Garry Kendrick and had to be reset in ground.

We took a dump trailer load of milling and filled pot holes at industrial park where trucks load and unload. We metered all the water used by the Renee Group to do the sewer rehab. A new meter and meter box was installed on Folk Ave.

Water was found behind the building at 150 Folk Ave and after further investigation the water was tested and found not to be city water, but possibly an underground spring.

We also got the Kubota tractor back from the shop for repairs that consisted of 2 rear axle seals, welding on the front bucket, and new tie rod ends for a cost of \$2673.02

### Locates

The Public Works Dept. had several locates for different companies.

74 Riggins Ferry was for Upson EMC, Society Circle was for HWR for water leak, 173 Society Circle was for Georgia Power, Forest Ln. was for Renee Group for sewer rehab. 60 Willow Driver was for Crawford for water leak, 18215 Main St. was for Arrow Exterminators, and Millarden Rd. was for a water leak.



## Quotes

The Public Works Dept. is currently getting quotes for adding a sewer and water main line between Durand and Dromedary to accommodate the old fire station and existing building. Also quotes for adding 2 meter to the old city hall blds. And removing water service for the flower bed with the flag pole. The estimates so far for the new water and sewer lines are between \$19000 and \$23000.

The Public Works dept. is currently working with contractors to keep all grass cut and sidewalks maintained. Hunts LLC currently cuts grass and will need to be renewed for the upcoming grass cutting season. We also had contractors clear the fence line at the hayfield and at the sewer pond per the EPD.

Next month we will continue to focus on water leaks and getting the one-way streets on dromedary and Durand completed.



# City Clerks Report

## March 22, 2021

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### Special Funds Review

Account	Total Received 2020	Received to date in 2021	Amount Remaining
SPLOST	\$62,022.26	\$16,477.28	\$78,499.54
T-SPLOST	\$54,315.92	\$14,423.16	\$35,739.08
Greenrock Sewer Dumps	\$138,167.54	\$57,641.81	-\$42,963.06

### SafeBuilt Georgia Review

In September of 2020, the city contracted with Safebuilt for inspections and permitting. The Council agreed to review the contract after 6 months and evaluate the progress with Safebuilt. Safebuilt provided the city with free software to issue permits, upload documentation including plans, calculate permit fees, and workflow management. Paul Hardy and his team have been very helpful with the permit process and have helped guide us through the permitting and inspections process.

- During 2020, we issued 20 permits September–December totaling \$4000
- 2021, we have issued 9 permits through March 19<sup>th</sup> for a total of \$1930

Staff recommends we continue the contract with Safebuilt Georgia.

**Councilmember Carter made motion to stay with Safebuilt**

**Councilmember Ledbetter seconded the motion**

**All approved**

### Signage for Dedication of Water Treatment Plant

At the February meeting, Council voted to dedicate our Water Treatment Plant to Mr. Robert Lovett who worked with the city for 38 years as the Water & Sewer Superintendent. Mr. Lovett managed several water and sewer projects during his tenure.

The staff has contacted several vendors for quotes. We received one quote: \$1900 for lettering and \$1500 for installation. The timeline to complete this project is approximately 8 weeks. We have additional requests to provide lettering and installation for this project, but to help us move the project forward, would the council consider allowing staff to move forward with a cost not to exceed \$3,400 for the manufacture and installation of the lettering for this project? We do have the monies, taken from the Water Fund Administration. We will announce a date for the dedication

as soon as we have a confident timeline for the completion of the project — anticipating June 2021.

**Councilmember Carter made the motion to approve the amount of \$3400 for lettering and installation.**

**Councilmember Garrett seconded the motion**

**All approved**

City of Woodbury  
Planning & Zoning Commission Meeting  
Wednesday, December 23, 2020  
6:00 pm

Attending the meeting:

Chairman Doug Matthews  
Secretary Vicky Matthews  
Co-Chair Alan Kendrick  
Member Sam Summers  
Mayor Steve Ledbetter  
City Clerk Angel Fowler

CALL TO ORDER AND WELCOME

Chairman Doug Matthews called the meeting to order at 6:00 pm.

APPROVAL OF AGENDA

Secretary Vicky Matthews made a motion to approve the agenda. Member Sam Summers seconded the motion, and the vote was unanimous.

APPROVAL OF MINUTES

Co-Chairman Alan Kendrick made a motion to approve the minutes from the November 18, 2020 meeting.

Member Sam Summers seconded the motion, and the vote was unanimous.

OLD BUSINESS

Addie Prather, 35 Jay Street, Building permit, Old Depot structure. City Staff has not received the floor plans (drawing) or square footage for duplex. Per the zoning ordinance, a duplex in this Zoning District would be considered only as a special use. Applicant was informed that she must submit all required drawings as soon as possible to city hall in order for the Commission to properly review the request. Applicant was made aware that we cannot move forward until we receive the drawings to indicate location of walls, electrical, bathrooms (plumbing) & setbacks. Co-Chairman Alan Kendrick made a motion to table the case until all information is received. Member Sam Summers seconded the motion, and the vote was unanimous.

HEARING OF CASES

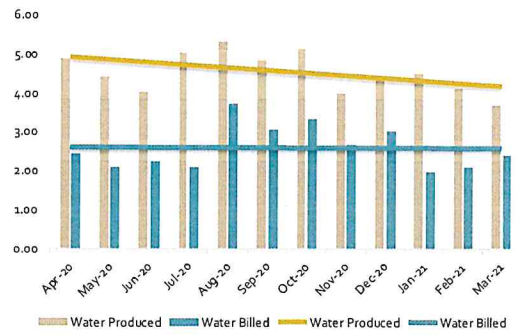
Dovie Garner, 240 Forest Lane, Permit for storage building to replace a storage building which was damaged and has been removed. There will be no electrical. All required drawings were submitted. All setbacks are met. Co-Chairman Alan Kendrick made a motion to recommend approval of the permit. Member Sam Summers seconded the motion, and the vote was unanimous.

Madalynn Walker, 500 Flat Shoals Rd., Permit for Veterinarian office. Drawings were submitted to the Commission of proposed floor plan. Will add some new interior walls and will need to hire electrician to wire those areas and will require electrical inspection. Interior and exterior of property will easily convert to their use. Meets all zoning requirements. Co-Chairman Alan Kendrick made a motion to recommend approval of the permit. Member Sam Summers seconded the motion, and the vote was unanimous.



### Water System Production vs Sales

Month	Water Produced	Water Billed	Non-Billed Water	% of Water Sales	Water P/S Analysis
Apr-20	4.89	2.46	2.43	50%	
May-20	4.42	2.09	2.33	47%	
Jun-20	4.03	2.27	1.54	56%	
Jul-20	5.05	2.09	2.96	41%	
Aug-20	5.32	3.73	1.59	70%	
Sep-20	4.85	3.05	1.80	63%	
Oct-20	5.12	3.32	1.80	65%	
Nov-20	3.99	2.68	1.31	67%	
Dec-20	4.43	3.01	1.42	68%	
Jan-21	4.51	2.00	2.51	44%	
Feb-21	4.13	2.11	2.02	51%	
Mar-21	3.67	2.40	1.27	65%	
<b>Rolling 12 Months</b>	<b>54.40</b>	<b>31.21</b>	<b>22.87</b>	<b>57%</b>	



Average Water Sales as a %

**57%**

### Avg Daily Run Time

