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City of Lake Park
Regular Council Meeting Minutes
August 1, 2023
6:00 pm

Members present were Mayor Jena Sandlin, Mayor Pro Tem Oscar Griffith, Council Member Michelle Lane and Council Member Busby Courson

Staff Present: City Clerk Lisa Johnson, City Attorney Rob Plumb, Police Chief Matt Bannister, Asst Fire Chief Matt Ryan

Mayor Jena Sandlin called the meeting to order.

Mayor Pro-Tem Oscar Griffith led the invocation.

Mayor Jena Sandlin led the pledge.

City Attorney Rob Plumb requested that the appointment of the new City Court Solicitor be moved up on the Agenda. Council Member Oscar Griffith made a motion to move the Agenda Item Solicitor Appointment forward on the Agenda, following the approval of the Minutes. Council Member Busby Courson seconded the motion. The motion passed unanimously, 3-0.

Mayor Sandlin called for the review and approval of the Minutes of the July 11, 2023 Council Meeting, and the July 11, 2023 Public Hearing Minutes. Council Member Michelle Lane made a motion to approve the Minutes of the July 11, 2023 Council Meeting and the Minutes of the Public Hearing on July 11, 2023. Council Member Busby Courson seconded the motion. Mayor Sandlin called for any further discussion. There being none, she called for a vote. The motion passed unanimously, 3-0.

Solicitor Appointment: Mayor Sandlin reported that it had come to the City's attention that the City's Court Solicitor, Jimmy Miller, has moved to another firm and has decided that he can no longer serve as the City's Solicitor, necessitating the appointment of a new solicitor. She asked that Mr. Plumb explain this and answer any questions the Council might have. City Attorney Rob Plumb explained that Mr. Miller had served as the City Court Prosecutor for a number of years and had decided to step down. There are a couple of things that need attention at this time; first, the City has never adopted an Ordinance creating the position of Prosecuting Attorney, and he has brought one for consideration. The second is the appointment of a Prosecuting Attorney, and Mr. Plumb put forth Mr. Tyler Dallas, and attorney in the office of Langdale Vallotton, for consideration for appointment. Mr. Dallas has served Langdale Vallotton for a number of years in several areas, including transactional and contract work, and he has expressed an interest in serving the City in this capacity, if it please the Council. Council Member Oscar Griffith asked Mr. Davis to tell the Council about himself. Mr. Dallas introduced himself and gave a brief history; he was born in Alaska and moved to this area many years ago, attended Valdosta High School and the University of Georgia, and expressed that he would be very interested in serving the City and people of Lake Park. Mayor Sandlin thanked Mr. Dallas and asked Council if they had

any other questions or discussions. There being none, she called for a motion to accept Mr. Dallas as the Court Solicitor for the City of Lake Park. Council Member Busby Courson made a motion to accept Mr. Tyler Dallas as the Court Solicitor for the City of Lake Park. Council Member Oscar Griffith seconded the motion. The motion passed unanimously, 3-0. Mayor Sandlin then administered the Oath of Office of Court Solicitor for the City of Lake Park for Tyler Dallas.

Mayor Sandlin then called for residents of Lake Park to speak on any concerns they might have, and noted that this portion of the meeting is only for citizens.

Citizens Concerns:

- Gloria Luke – 201 4H Club Rd – asked to be allowed to speak at the end of the Agenda on anything discussed at the meeting, as resident's may have concerns after they have heard the Council's discussions. Council had consensus to allow.

REPORTS OF OFFICERS/DEPARTMENT HEADS:

Fire Department: Matt Ryan

- Delivered the Fire Report for the preceding month, attached.
- Stated that the Air Conditioning in both Engines have stopped working, and he is taking them for diagnosis, and a quote.

Water/Public Works Department: City Clerk Lisa Johnson

- Presented the Water and Maintenance Report, attached.
- Reported that the Maintenance Department has finished the tree trimming and will be working on catching up the mowing and weed-eating.
- Reported that the Notice to Proceed has been issued for Phase II of the Water Project.

Police Department: City Clerk Lisa Johnson

- Presented the Police Department Report, attached.
- Reported that Officer Luke Brogdon's last day was July 30; he has taken a position at the Christian Academy. Officer Isael Estrada has been hired to replace him and gave Officer Estrada's qualifications.
- Reported that the new radars for the vehicles have arrived and are being installed by Lowndes County at no cost to the City.
- Reported that he is working on the upcoming budget.

Administration: City Clerk Lisa Johnson

- Presented the Administration report, attached.
- Reported that the new auditors came on July 31, and they are hoping to have the audit finished by the end of August, but it may be into September.
- Reported that a new problem has been discovered in the Court module of Tyler; this is not expected to be as complicated to work out as other issues with the software, but will take some time. Staff has met with Judge Council, and we are working with Tyler. The Tyler team has looked at the problem and believes that there are implementation issues with the module as well.
- Noted that there are several City contracts that are coming up for renewal or expiring, some of which have been discussed, and she will be working on having those quotes for the next Council Meeting.

- Reported that the new Deputy Clerk has started and the part-time employee's last day was July 30.
- Requested approval for some changes to the Personnel Policy: to change the allowed time to take off accrued Comp Time from 28 days to quarterly, to improve the opportunity to take it; to set a limit for accrued Comp Time of no more than 40 hours, which triggers a requirement to take the time off; to authorize Department Heads to require scheduling of Comp Time as it accrues in order to minimize disruptions in operations. Council Member Michelle Lane made a motion to approve these changes to the Personnel Policy. Council Member Oscar Griffith seconded the motion. The motion passed unanimously, 3-0.

Financial Reports: City Clerk Lisa Johnson

- Presented the Financial report, attached.
- Reported that Cash Flow issues as previously discussed are typically addressed in other cities in similar situations by either supplementing from Enterprise Funds for intangible costs, or transferring funds from reserves, which are transferred back at a later time. She requested approval to transfer \$45,000 into the General Fund to support the Cash Flow problem. Council Member Michelle Lane made a motion to transfer funds from the Enterprise Funds to the Cash Flow (General Fund) account. City Clerk Lisa Johnson requested clarification that the money would be returned to the Enterprise Fund in November, and received. Council Member Busby Courson seconded the motion. The motion passed unanimously, 3-0.
- Council Member Michelle Lane made a motion to approve the unaudited Financial Reports for July 2023. Council Member Busby Courson seconded the motion. The motion passed unanimously, 3-0.

RESOLUTIONS, ORDERS AND ORDINANCES:

- Zoning Request: Mayor Sandlin stated that the City had held a Public Hearing on July 11 on a rezoning request from Mr. John Green, and per Public Comment had delayed the vote pending requested changes. She asked Mr. Green for an update regarding those changes. Mr. Green came forward and stated that Council had requested that both entrance and exit be moved to US 41, rather than having an exit on Cotton Avenue. He reported that the requested change had been made to the plans and they had been forwarded for review. Mayor Sandlin thanked Mr. Green and called for a motion on the request. Council Member Michelle Lane made a motion to approve the rezoning with the change to the plans removing the drive on Cotton Avenue to US 41. Council Member Busby Courson seconded the motion. The motion passed 2-0, with Council Member Oscar Griffith opposed.

UNFINISHED BUSINESS:

- Tom's Pond: Mayor Sandlin stated that Council Member Griffith has been in discussions with Mr. Dusty Thomas of Thomas Aquatics regarding the upkeep of Tom's Pond and invited Mr. Thomas to come forward. Mr. Thomas stated that there were a few items that were recommended for the remainder of this year and into the upcoming year: he recommended applications of a blue dye which will decrease the growth of algae in the pond by reducing the speed at which the light reaches the bottom layers; he recommended doing one application of this immediately. He further recommended that he be allowed to conduct a testing of the water to determine plant types and growth, and noted that aeration of the pond by way of pumps or fountains would also assist the water quality in the pond, not only to control the algae, but also for the life cycle of the

fish. Mayor Sandlin asked for clarification that the measures he was noting were for the upcoming year; Mr. Thomas agreed, stating that there were some things that should really be done earlier, one of which was an application of the dye. Council Member Oscar Griffith stated that e feels the dye does need to be applied immediately, noting that the Pond represents the City. Council Member Michelle Lane asked how many applications of the dye are expected; Mr. Thomas responded that he expects twice yearly, depending on rainfall. Council Member Lane asked if the applications were spaced out, and Mr. Thomas responded that they were applied approximately every three to six months. Mayor Sandlin asked if he tests every time he comes, and he responded that the test is only once per year, although he does have less thorough tests that he can do himself to monitor the health of the pond. Mayor Sandlin asked if there were other discussions or questions and there being none asked if there was a motion on the table. Council Member Oscar Griffith made a motion to approve the first dye treatment for Tom's Pond at a cost of \$1,200 and to consider further items during budget discussions. Council Member Michelle Lane seconded the motion. The motion passed unanimously, 3-0.

- **Millage Rate:** Mayor Sandlin stated the next item on the agenda, with the suggestion to hold the current millage rate and hold Public Hearings in the City for citizen input, and asked Council if this could be opened for discussion. There being no motion for discussion, and the Mayor requested a motion for a decision. Council Member Oscar Griffith made a motion to advertise Public Hearings for the millage rates. Mayor Sandlin called for a second; Council Member Busby Courson seconded the motion. The motion passed unanimously, 3-0.

EXECUTIVE SESSION:

Mayor Sandlin stated that the Council needed to enter Executive Session in order to review the Minutes of the July 11 Executive Session, and to discuss Real Estate and called for a motion. Council Member Oscar Griffith made a motion to enter Executive Session. Council Member Michelle Lane seconded the motion. The motion passed unanimously, 3-0.

Council entered into Executive Session at 6:40 pm and reconvened at 7:02 pm on a motion from Council Member Michelle Lane and a second from Council Member Oscar Griffith, with all in favor.

Council Member Michelle Lane made a motion to approve the Executive Session Minutes of July 11, 2023, with corrections. Council Member Busby Courson seconded the motion. The motion passed unanimously, 3-0.


Council Member Oscar Griffith made a motion to accept the resignation of Council Member June Yeomans and declare the seat vacant. Council Member Michelle Lane seconded the motion. The motion passed unanimously, 3-0.

Council Member Oscar Griffith made a motion to approve the hiring of Officer Isael Estrada. Council Member Busby Courson seconded the motion. The motion passed unanimously, 3-0.

City Attorney Rob Plumb presented the first reading of an Ordinance to Proclaim the existence of the Office of the Prosecuting Attorney of the Municipal Court; To outline the duties and authorities of the staff therein as expressly allowed by the Constitution and laws of the State of Georgia; To provide for severability; To provide an effective date; To repeal all Ordinances and parts of Ordinances in conflict herewith; and, for other purposes.

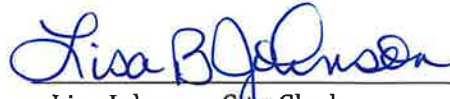
Council Member Michelle Lane made a motion to adjourn the meeting. Council Member Busby Courson seconded the motion. The motion passed unanimously, 3-0.

The next regular meeting will be on September 5, 2023, at 6:00 pm.


Jena Sandlin, Mayor

Date

9/6/23


Lisa Johnson, City Clerk

Date

September 5, 2023

Seal