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City Hall 229-559-7470
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City of Lake Park
Regular Council Meeting Minutes
November 4, 2025
6:00 pm

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

Staff Present: City Clerk Lisa Johnson, Deputy Clerk Laura Levesque, Fire Chief Matt Ryan, Public Works Supervisor Simon Davis, Public Works crew member Billy Johns, Deputy Artavious Verdell

Others Present: City Attorney Drew Parrish-Bennett

Mayor Pro Tem Busby Courson called the meeting to order.

Council Member Oscar Griffith gave the invocation.

Mayor Pro Tem Busby Courson led the pledge.

Mayor Pro Tem Busby Courson requested the review of the October 7, 2025, meeting minutes. Mayor Pro Tem Busby Courson inquired if there were any discussions or corrections.

Council Member Michelle Lane made a motion to approve the meeting minutes of October 7, 2025. Council Member Oscar Griffith seconded the motion. The motion passed unanimously 3-0.

Mayor Pro Tem Courson opened the forum for questions from the community.

CITIZENS' CONCERNS:

- Shannon Katerberg (445 Long Pond Road) – Ms. Katerberg stated the community was thankful for the installation of the new stop signs on Long Pond Road. However, due to the newness of the installation and the lack of streetlights in the area, drivers are having a hard time seeing the stop signs. Ms. Katerberg requested consideration for streetlights, flashing warning lights, or the potential installation of stop sign ahead signage. Mayor Pro Tem Courson said the council would consider the feasibility of the suggestions.
- Rick Kenningham (6986 GA Hwy 376) – Mr. Kenningham stated the church is scheduled for a fall festival on November 21, 2025. Mr. Kenningham requested support for potentially barricading some of the through streets between 5:00 p.m. and 9:00 p.m. to assist in the safety of the children and families celebrating the fall festival. Mayor Pro Tem Courson stated that Public Works Supervisor will contact Mr. Kenningham to coordinate for the safety of the participants.

- Arthur Keckley (315 4-H Club Road) – Mr. Keckley wanted to express his appreciation for the installation of the stop signs and seconded Ms. Katerberg’s request for additional lighting or signage in the area.

REPORTS OF OFFICERS/DEPARTMENT HEADS:

Fire Department: Fire Chief Matt Ryan

- Presented the activity report for October. (2 call responses)
- Responded to questions about the revocation of the 501 (c) status of the Fire Department.

Police Department: City Clerk Lisa Johnson

- Presented the activity report for October.

Maintenance/Public Works Department: Public Works Supervisor Simon Davis

- Presented the activity report.
- Present multiple quotes to address the deceased trees located at Gordon and Lake Avenue
- Present the current status of work at Sevilla Springs and 4-H Club Road for the ongoing drainage project.
- Present a quote to repair and relocate the hydrant located at Dollar General on Lakes Blvd.
- Discussed the need to acquire additional landscaping and hand tools to allow Public Works to work more efficiently.

Council Member Oscar Griffith made a motion to approve a \$2500 budget for Public Works to acquire the tools necessary from the SPLOST VIII fund. Council Member Michelle Lane seconded the motion. The motion passed unanimously, 3-0.

Administration: City Clerk Lisa Johnson

- Presented the Administration report.
 - Storage building has been delivered. The project plan request is currently being assembled to complete the structure for occupancy.
 - “Island” Annexation has been turned over to the City Attorney to commence processing.
 - The Old Lake Park Cemetery has been turned over to the City Attorney for title search and additional background requirements.
 - Policy review and updates are ongoing. The proposed Personnel Policy has been distributed for comments or edits.
 - The contract documents for the GEFA loan have been acquired. The outside opinion letters from the City Attorney and Auditor have been requested. The document has been received from the City Attorney. The numbers have been explained, and a resolution is required to complete the loan documentation package. It is on the agenda later for a vote.
 - Christmas Event is moving forward. The City is still pending the approval of the DOT permit for the parade.
 - There are various committee vacancies on the various City Boards. An updated vacancy listing will be given to the City Council by mid-November. Council’s assistance is requested and will be required to fill the vacancies.
 - Request for Proposal has been published for a new financial auditor. The deadline for proposal acceptance is November 15, 2025.

- Audit of restricted funds is currently underway to assist with the closeout of ARPA and SPLOST VIII.

Financial Reports: City Clerk Lisa Johnson

- Presented the Financial report
- The City Clerk does not request approval of the Financial Reports at the November meeting due to the lateness in submitting the report to the Council. All the financial adjusted entries have been corrected. The next step in the process is to begin to work through the suspense funds to allocate revenues within the allowable funds properly. This is the next priority, as there are a few large capital projects on the horizon.

Unfinished Business

- City Clerk Lisa Johnson read aloud the resolution required for the GEFA loan. Council Member Michelle Lane made a motion to pass the GEFA loan resolution. Council Member Oscar Griffith seconded the motion. The motion was passed unanimously, 3-0.
- The quotes for the new badge entry system for the City Hall doors have been revalidated at still valid. This item has been tabled for further discussion.
- The proposal for Lowndes County to supply water from their current stop point at Chauncey Drugs through to the new Escalera project. Council Member Oscar Griffith made a motion to enter into the agreement with Lowndes County to extend their water line from Chauncey Drug to the Escalera project. Council Member Michelle Lane seconded the motion. The motion passed unanimously, 3-0.

New Business

- There is a request to move allocated funding from the prior July 4th funding into the Special Event fund to be utilized towards the 2025 Christmas Event. Council Member Michelle Lane made a motion to reallocate the \$2784.05 currently in suspense from the prior 4th of July allocation to the Special Event budget. Council Member Oscar Griffith seconded the motion. The motion passed unanimously, 3-0.
- Volunteer Justin Sandlin presented the requested Special Event budget proposal for FY2026. Mayor Pro Tem Courson requested the status of the DOT permit for the parade. Officer Verdell responded that the permit is still pending.
- Council Member Michelle Lane made a motion to contract Bennett Tree Service to remove the dead trees located at Gordon and Lake Avenue for \$2700. Council Member Oscar Griffith seconded the motion. The motion passed unanimously, 3-0.
- Discussion of the fire hydrant repair in front of the Dollar General. One quote has been received. This item was tabled to look for additional quotes or alternative solutions.
- Evaluation of changes necessary, if any, due to the change in status of the Volunteer Fire Department.

Council Member Oscar Griffith made a motion to go into Executive Session to review Personnel, Real Estate, and Minutes Review. Council Member Michelle Lane seconded the motion. The motion passed unanimously, 3-0. Council entered Executive Session at 7:12 pm.

Council Member Oscar Griffith made a motion to reenter regular session. Council Member Michelle Lane seconded the motion. The motion passed unanimously, 3-0. Council reconvened Regular Session at 7:59 pm.

Council Member Oscar Griffith made a motion to hire Officer Verdell full-time. Council Member Michelle Lane seconded the motion. The motion passed unanimously, 3-0.

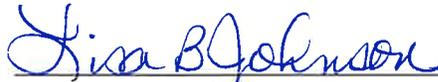
Council Member Oscar Griffith made a motion to hire Officer Garrett. Council Member Michelle Lane seconded the motion. The motion passed unanimously, 3-0.

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

The next regular meeting will be on December 2, 2025, at 6:00 pm.



Busby Courson, Mayor Pro Tem



Lisa Johnson, City Clerk

12/2/25

Date

December 2, 2025

Date

Seal