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City of Lake Park
Regular Council Meeting Minutes
August 6, 2024
6:00 pm

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

Staff Present: City Clerk Lisa Johnson, Deputy Clerk Christian Crews, Fire Chief Matt Ryan, Police Chief Ed Yarbrough, Maintenance Supervisor-In-Training Kaleb Rogers

Mayor Jena Sandlin called the meeting to order.

Council Member Oscar Griffith led the invocation.

Mayor Jena Sandlin led the pledge.

Minutes: Mayor Sandlin called for the review and approval of the Minutes of the July 2, 2024 Regular Council Meeting. Council Member Michelle Lane made a motion to approve the Minutes of the July 2, 2024 Regular Meeting Minutes. Council Member Oscar Griffith seconded the motion. The motion passed unanimously, 4-0.

Mayor Sandlin called for Citizens who have concerns they would like to bring to the Council's attention. There were none.

REPORTS OF OFFICERS/DEPARTMENT HEADS:

Fire Department: Matt Ryan

- Presented a monthly call report
- Stated that he is planning a CPR course for the Fire Department and would like to invite Council and staff to participate; he will need a count by mid-July.
- Stated that he needs pest control for spiders at the Fire Station; City Clerk Lisa Johnson responded that Naylor has been notified and they will spray for spiders at the Fire Station when they come next.
- Stated that he needs trash pickup at the Fire Station; Mayor Sandlin stated that the Maintenance Crew would pick up their trash.

Police Department: Chief Ed Yarbrough

- Presented a monthly call report.
- Reported that there has been a recent uptick in arrests for crime, including a fentanyl.
- Reported that the Charger has reached a point where it will cost more to keep running than is efficient. He presented a quote from Cass Burch for a new Dodge Charger with a 3 year, 36,000 mile warranty for \$39,483, stating that it could be financed for \$800/mo. Council Member Spano stated

that the preliminary budget has accounted for this amount. Council Member Oscar Griffith made a motion to purchase a new Dodge Charger from Cass Burch for \$39,483. Council Member Carl Spano seconded the motion. The motion passed unanimously, 4-0.

Maintenance/Public Works Department: Kaleb Rogers

- Presented activity report.
- Requested to rent a bush hog for cleanup at the corner of Hwy 41 and Lakes Blvd
- Reported that there had been an issue with the pump at the well; investigation of reports from residents of no water revealed that there was a loss of power at the pump. The problem has been found to be a tripped breaker. The City is still on Lowndes water until morning, to be sure that we can switch back over and not experience further problems over night. Council Member Carl Spano asked if we had gotten a reading at the Lowndes meter, and Mr. Rogers stated that he had taken a picture and would take another when the City switches back to City water.

Administration: City Clerk Lisa Johnson

- Presented the Administration report
- Discussed the Municode quote. Council Member Busby Courson asked if staff could do that internally. Council Member Lane stated that this was one of the goals from the City's Retreat. No action taken.
- Reported that there were two volunteers to fill empty seats on the Board of Zoning and Appeals, but forms had not yet been received. Reported that there was one volunteer to fill the seat on the Valdosta Lowndes Planning Commission, Shawana Griffith. Council Member Carl Spano made a motion to appoint Shawana Griffith as the City's representative to the Valdosta Lowndes Planning Commission. Council Member Busby Courson seconded the motion. The motion passed unanimously, 3-0.

Financial Reports: City Clerk Lisa Johnson

- Kirk Arich with Mauldin and Jenkins presented the Audit Report.
- Reported that the check from FEMA has been received, in the amount of \$111,392.50 and will reflect on August reports.
- Reported that all departments continue to operate within their budgets.
- Council Member Carl Spano made a motion to accept the Financial Reports as stated. Council Member Michelle Lane seconded the motion. The motion passed unanimously, 4-0.
- Council Member Carl Spano reported that the preliminary FY25 Budget has been distributed in Council Packets for Council review, and stated that this budget includes some things that have been requested and/or discussed at this meeting. He further reported that the Tax Assessor has requested a 30-day extension for submitting millage rates as the Tax Assessor's office does not expect to have updated assessments until August 19.

New Business:

Ordinance Updates:

- City Clerk Lisa Johnson presented the second reading of the GMEBS Agreement into the Minutes.
- City Clerk Lisa Johnson presented the second reading of the Municipal License Fee Ordinance into the Minutes.
- Council discussed pickup of storm debris that residents place in the right of way, and agreed that Maintenance crews would pick up debris beginning on August 15th until August 30th. Debris will be taken to Mayor Sandlin's lot to be burned. Mrs. Gloria Luke noted for the Council that there were limbs that had fallen from an oak tree in the wooded area at the corner of 4H Club Rd and Marion

Ave. that is blocking the hydrant. Mayor Sandlin stated that she would have the Maintenance crew address that as well.

Mayor Sandlin stated that the Council needed to go into Executive Session to discuss Personnel. Council Member Oscar Griffith made a motion to enter Executive Session to discuss Personnel. Council Member Michelle Lane seconded the motion. The motion passed unanimously, 4-0. Council entered Executive Session at 7:10 pm.

Council Member Oscar Griffith made a motion to reenter Open Session. Council Member Busby Courson seconded the motion. The motion passed unanimously, 4-0. Council reentered Open Session at 7:48 pm.

Council Member Oscar Griffith made a motion to purchase a new computer system and printer for TAC, not to exceed \$2,500, to be paid for out of SPLOST VIII: Administration funds. Council Member Carl Spano seconded the motion. The motion passed unanimously, 4-0.


Council Member Oscar Griffith made a tentative motion that if Melissa accepts the job to go full-time TAC, that we hire a part-time person to fill her position until the end of the year with the tendency of becoming a full-time in the year 2025. Council Member Spano offered a modification to hire a part-time person contingent upon Melissa accepting the full-time position.

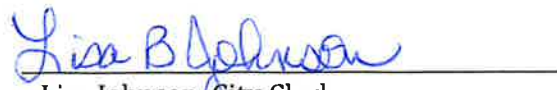
Council Member Oscar Griffith made an amended motion to agree to tentatively open a part-time Administrative position contingent upon Assistant Clerk Melissa More's willingness to become full-time as Court Clerk and TAC, with the part-time person becoming full-time at the first of the year. Council Member Spano seconded the motion. The motion passed unanimously, 4-0.

Council Member Busby Courson clarified that a part-time position would not have benefits and suggested that the pay for the part-time portion be slightly increased until the applicant became full-time in order to increase chances for hiring qualified personnel. Council Member Spano noted that there is a starting rate for new hires. City Clerk Lisa Johnson stated that her thought had been \$16 to start for this position, and the starting rate for full-time is \$17, and suggested that the person may be started at the regular full-time rate and possibly be included in the COLA increase budgeted for FY25.

Council Member Busby Courson made a motion to adjourn. Council Member Michelle Lane seconded the motion. The motion passed unanimously, 4-0.

The next regular meeting will be on September 3, 2024 at 6:00 pm.


Jena Sandlin, Mayor
9/3/24
Date


Lisa Johnson, City Clerk
September 3, 2024
Date

Seal