



CITY OF WALNUT GROVE
September 11, 2025 6:00 PM
1021 PARK STREET MUNICIPAL BUILDING
Council Meeting and Executive Session
Minutes

- I. Call to Order** – Mayor Moncrief called the meeting to order at 6:00 pm
- II. Invocation** – Given by Jay Crowley
- III. Pledge of Allegiance** – The pledge was said by all in attendance
- IV. Roll Call** - Present: Mayor Stephanie Moncrief, City Administrator Joe Morris, City Clerk, Lynn Heard, Mayor Pro Tem Erica Miles, Council Member Maxine McClanahan, Council Member Linda Pilgrim, Council Member Rachel Davis, City Attorney Jay Crowley
- V. Agenda Approval** – Mayor Pro Tem Erica Miles motioned to approve the agenda with the addition of Old Business #5 – Maximus RX Credit Sidewalk Installation Variance and to update the monthly financials to cover the period of July 1, 2025 through August 31, 2025. Council Member Rachel Davis seconded the motion. Motion carried unanimously.
- VI. Consent Agenda** – Mayor Pro Tem Erica Miles motioned to approve the consent agenda. Council Member Maxine McClanahan seconded the motion. Motion carried unanimously.
 1. Minutes
 - a. August 14, 2025
 - b. August 28, 2025
 2. Financials
 - a. August 1, 2024 – July 31, 2025
 3. Invoices Over \$5,000
 - a. Southern Sanitation – \$10,768.00
 - b. Henderson Painting & Drywall - \$8,910.00
- VII. Committee Reports**
 1. DDA – Rachel Davis

VIII. Planning & Zoning Commission – City Administrator Joe Morris presented Joe Walter's report.

IX. Library Report – Dana Segar

X. Public Comment – No Comments

XI. Old Business

1. Vote: Mass Notification Systems: Crisis24 (CodeRed), CivicPlus, UpAhead and TextMyGov – Mayor Pro Tem Erica Miles motions to approve CivicPlus. Motion fails. Council Member Rachel Davis motions to approve Crisis 24 (CodeRed). Council Member Maxine McClanahan seconded the motion. Motion carried unanimously.
2. Vote: Website Hosting Proposals: Granicus, Munibit, CivicPlus, Revize and Sanitation Billing Solutions - Council Member Rachel Davis motions to approve CivicPlus. Council Member Maxine McClanahan seconded the motion. Motion carried unanimously.
3. Vote: Fee Schedules: User Fees, Sanitation and Sign & Regulations – Mayor Pro Tem Erica Miles motions to approve the Fee Schedules with the wording of the Municipal Building rental being changed to \$150R/\$200 (**up to 4 hrs.**) Council Member Rachel Davis seconded the motion. Council Member Linda Pilgrim opposed the motion. Motion carried 3-1.
4. Discussion and Vote: Resolution 2025-06 – GEFA Loan – Council Member Rachel Davis motioned to approve Resolution 2025-06. Council Member Maxine McClanahan seconded the motion. Motion carried unanimously.
5. Maximus RX Credit Sidewalk Installation Variance – Mayor Pro Tem Erica Miles motioned to deny the request for a variance Council Member Rachel Davis seconded the motion. Mayor Moncrief asked for a vote on the motion. Mayor Pro Tem Erica Miles and Council Member Rachel Davis voted in favor of denying the variance. Council Member Maxine McClanahan and Council Member Linda Pilgrim voted against approving the denial of the variance. Vote ended 2-2. Mayor Moncrief abstained, motion fails. Mayor Moncrief asked for a motion to approve the variance. Council Member Maxine McClanahan motioned to approve the variance. Linda Pilgrim seconded the motion. All in favor of approving the variance, Council Member Maxine McClanahan and Council Member Linda Pilgrim. All in favor not approving the variance, Mayor Pro Tem Erica Miles and Council Member Rachel Davis. Mayor Moncrief broke the tie to approve the variance.

XII. New Business

1. Discussion and Vote: RFP for Solid Waste Services – Council Maxine McClanhan motioned to approve the RFP for Solid Waste Services with the addition of opening of bids on October 16, 2025 at 11 AM. Mayor Pro Tem Erica Miles seconded. Motion carried unanimously.

XIII. Reports

1. Public Works – Presented by City Administrator Joe Morris
2. City Clerk – Presented by City Clerk Lynn Heard
3. Code Enforcement – Presented by City Administrator Joe Morris
4. Mayor – Mayor Moncrief has been busy with many events taking place in the City. There will be a flag dedication at the Walnut Grove Library on Thursday, September 18th and a ribbon cutting for the Sheriff's precinct located at Walnut Grove High School On Friday, September 19th. Justice One came out to City Hall to train the Mayor and Staff on the Municipal Court software. Georgia Forestry will be coming out to train Public Works on tree and bush trimming on October 1st.

XIV. Town Hall – No Comments

- XV. Council Comments** – Council Member Linda Pilgrim recognized the passing of Lamar Palmer and the anniversary of 9/11. All Council Members were in remembrance of 9/11 and thankful for their families and friends.

- XVI. Executive Session** – Litigation – Mayor Moncrief calls for a motion to enter Executive Session. Council Member Rachel Davis approved the motion. Mayor Pro Tem Erica Miles seconded the motion. Motion carried unanimously. **Regular Session:** Mayor Moncrief calls for a motion to come back in Regular Session. Council Member Maxine McClanahan motioned to approve. Mayor Pro Tem Erica Miles seconded the motion. Motion carried unanimously.

- XVII. Adjourn** – Mayor Moncrief motions to adjourn. Council Member Rachel Davis motions to approve. Mayor Pro Tem Erica Miles seconded the motion. Motion carried unanimously.

Lynn Heard 10/2/25

Lynn Heard, City Clerk

Date

absent

Stephanie Moncrief, Mayor

Date

COUNCIL MEMBERS:

Erica Miles 10/2/25

Erica Miles, Mayor Pro Tem

Date

Linda Pilgrim 10.2.25

Linda Pilgrim

Date

Rachel Davis 10/2/2025

Rachel Davis

Date

Maxine McClanahan 10.2.25

Maxine McClanahan

Date