



CITY OF WALNUT GROVE
November 13, 2025 6:00 PM
1021 PARK STREET MUNICIPAL BUILDING
Council Meeting
Summary Minutes

- I. Call to Order** – Mayor Pro Tem Erica Miles 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, Mayor Pro Tem Erica Miles, City Administrator Joe Morris, City Clerk, Lynn Heard, 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. Council Member Maxine McClanahan seconded the motion. Motion carried unanimously.
- VI. Consent Agenda** – Council Member Rachel Davis motioned to approve the Consent Agenda. Mayor Pro Tem Erica Miles seconded the motion. Motion carried unanimously.

1. Minutes

- a. September 25, 2025
- b. October 2, 2025
- c. October 30, 2025

2. Financials

- a. July 1, 2025 – October 31, 2025

3. Invoices Over \$5,000

- a. CivicPlus Sanitation Annual Fee: 9/19/25-9/18/26 \$ 7,500.00
- b. Southern Sanitation: \$10,768.00

VII. Committee Reports

1. DDA – Rachel Davis

VIII. Planning & Zoning Commission – Presented by City Administrator Joe Morris

IX. Library Report – Dana Segar

X. Public Comment

XI. Old Business

1. Vote: Library Trustee Appointment: Dominic DiGrado, Donny Tudor, and Margaret Black – Council Member Rachel Davis motioned to appoint Donny Tudor, Dominic DiGrado, and Margaret Black as Library Trustees. Mayor Pro Tem Erica Miles seconded. Motion carried 3–0, with Council Member Maxine McClanahan abstaining.
2. Vote: RFP 2025-002 – Residential/Commercial Sanitation – Mayor Pro Tem Erica Miles made a motion to approve Southern Sanitation as the City's Residential and Commercial Sanitation Company. Council Member Maxine McClanahan seconded the motion. Motion carried unanimously.
3. Vote: Fee Schedule - Council Member Rachel Davis motioned to approve the Fee Schedule. Mayor Pro Tem Erica Miles seconded the motion. Motion carried unanimously.

XII. New Business

1. Oaths of office for Council Members Erica Miles and Linda Pilgrim – Both were sworn in by City Attorney Jay Crowley.
2. Vote: Code Enforcement Vehicle – Council Member Rachel Davis motioned to approve the purchase of a vehicle for Code Enforcement. Mayor Pro Tem Erica Miles seconded. Council Member Maxine McClanahan and Council Member Linda Pilgrim opposed the motion. The vote resulted in a 2–2 tie. Mayor Moncrief broke the tie in favor of approving the purchase of the Code Enforcement vehicle.

XIII. Reports

1. Public Works – Tobie Cartledge
2. City Clerk – Lynn Heard
3. Code Enforcement – Greg Chapel
4. City Administrator – Joe Morris
5. Mayor – Stephanie Moncrief

XIV. Town Hall – No Comments

XV. Council Comments – Mayor Pro Tem Erica Miles spoke about the STEM program at WGES. Council Member Rachel Davis wishes Mayor Moncrief a Happy Birthday.

Council Member Linda Pilgrim recognized November as National Diabetes Awareness month. Council Member Maxine McClanahan shared she is looking forward to the upcoming Christmas Tree Lighting Event.

- XVI. Executive Session:** Personnel – Mayor Moncrief called for a motion to go into Executive Session Council Member Rachel Davis motioned to approve going into Executive Session. Mayor Pro Tem Erica Miles seconded. Motion carried unanimously. Regular: Mayor Pro Tem Erica Miles motioned to come out of Executive Session. Council Member Maxine McClanahan seconded the motion. Motion carried unanimously.
- XVII. Adjourn** – Mayor Moncrief called for a motion to adjourn the meeting. Council Member Maxine McClanahan motioned to adjourn. Mayor Pro Tem Erica Miles seconded. Motion carried unanimously.