



Regular Meeting Minutes

DATE: December 18, 2025

CALL TO ORDER: Mayor Pro Tem James Shedd

OPENING PRAYER: Mayor David Brock

Attendee Name	Title	Status
James Shedd	Mayor Pro Tem	present
Frank Cheely	Council Member	present
Jason Allen	Council Member	present
Rebecca Knight	Council Member	present
Ken Lewis	Town Attorney	present
Laura Crenshaw	Town Clerk	present
Guests: Zita Shedd Mustaq Moosa	Shannon Stinchcomb Naem Popatiya	Godwin Deroseney

PLEDGE TO THE AMERICAN FLAG: All

WELCOME GUESTS, ANNOUNCEMENTS, AND PUBLIC COMMENT:

Mayor Pro Tem Shedd

APPROVAL OF MINUTES AND FINANCIAL REPORTS:

Council Member Cheely made motion to approve the minutes and financial reports. Council Member Allen made second. Unanimous to approve the minutes and financial reports.

AMENDMENTS TO OLD OR NEW BUSINESS:

None

COMMITTEE REPORTS:

Future Vision Committee:

None at this time.

Historical Society Committee:

Mayor Pro Tem Shedd reported that the Historical Society is working with a collaboration to make a walking path with historical elements in the new park to go along with a new medical building proposed for the City of Winder.

Permitting, Zoning, & Code Enforcement Report:

Council Member Knight created a spreadsheet of the projects that will be the initial focus for CPL. This list was presented for the record.

SPLOST Roads Report:

None at this time.

SPLOST Recreation Report:

None at this time.

Financial Balances as of November 30, 2025:

Road SPLOST: \$238,150.42
Disbursement: \$0.00

Rec SPLOST: \$41,051.32
Disbursement: \$3,338.00 Park Mulch

OLD BUSINESS:**1. Proposed 2026 Budget**

Council Member Knight made motion to adopt the Proposed 2026 Budget for the fiscal year of January 1, 2026, through December 31, 2026. Council Member Allen made second. Unanimous to adopt the Budget for 2026.

NEW BUSINESS:**1. Correction on November 2025 Financial Report**

Clerk Crenshaw reported that she found errors on the November 2025 Financial Report. The errors have been corrected and noted on the corrected report. The corrected report will be added to the November Minutes records. No action required.

2. Status of 109 Carl Cedar Hill Road

Construction on the proposed structure at 109 Carl Cedar Hill was started on Friday, December 12, 2025, without Town knowledge. Council Member Knight saw the construction and contacted Mayor Pro Tem Shedd. Shedd and Shannon Stinchcomb went to the site to review the documents in the permit box. The placard for the Building Permit that was issued by Bureau Veritas back in February 2025 was not present in the permit box. Mayor Pro Tem Shedd, Stinchcomb (acting as a concerned citizen), and Council assumed that the construction was proceeding without a permit.

Mayor Pro Tem Shedd asked that construction stop until issues could be resolved. A fence had also been erected around three sides of the property without Town approval. The fence did not require a permit per se since it is made of wood (non-permanent), but Zoning approval should have been obtained prior to construction.

During the meeting, Council was presented with two independent Engineer reports regarding the safety and composition of the slab and the added concrete, as well as the Building Permit that was issued by Bureau Veritas in February 2025. Bureau Veritas issued the Building Permit without closing the demolition permit. This, along with the absence of the placard for recording inspections, had created confusion. Additionally, there had been a Stop Work Order issued on the Land Disturbance Permit in February 2025. It was noted on a financial report as a charge to the Town and was assumed to still be in place even though it had been lifted and the Land Disturbance Permit was closed properly.

Naem Popatiya and Mustaq Moosa addressed the Council. They stated that there was no active stop work order and they had not only obtained the Building Permit, but the Town had granted them an extension August 2025 during the time that the Town did not have a 3rd Party Permitting, Inspections, Code Enforcement, and Zoning contractor. Said extension was communicate to the Council and Legal by the Clerk via email the day of, but it had been forgotten. The fence was shown on the plans that were approved by Bureau Veritas, and built in accordance with those plans. They had not been advised by Bureau Veritas at any time that a Fence Permit or Zoning Review would be required.

Popatiya and Moosa petitioned the Council to allow them to proceed. The structure was not braced to be standing unfinished for any extended period of time, and they have thousands of dollars of lumber exposed to the elements. Council deferred any action or decision until CPL is onboarded as our 3rd Party Contractor, with that meeting scheduled for Tuesday, December 27, 2025.

No action taken by the Council.

PUBLIC COMMENT:

No one came forward with comment.

ADJOURN:

Council Member Knight made motion to adjourn. Council member Cheely made second. Unanimous to adjourn the meeting at 6:25 PM.