

Regular Meeting Minutes



DATE: April 16, 2026

CALL TO ORDER: Mayor Shannon Stinchcomb at 6:00PM

Attendee Name	Title	Status
Shannon Stinchcomb	Mayor	present
Jason Allen	Mayor Pro Tem	present
James Shedd	Council Member	present
Rebecca Knight	Council Member	not present
Frank Cheely	Council Member	present
Ken Lewis	Town Attorney	present
Anna C Singley	Town Manager	present
Laura Crenshaw	Town Clerk	present
Guests:	Zita Shedd	

OPENING PRAYER: Mayor Shannon Stinchcomb

PLEDGE TO THE AMERICAN FLAG: All

WELCOME GUESTS, ANNOUNCEMENTS, AND PUBLIC COMMENT:

Mayor Stinchcomb asked the guests if there were any comments to be made. There were none at this time.

APPROVAL OF MINUTES AND FINANCIAL REPORTS:

Council Member Shedd made motion to approve the January Minutes and the Financial Reports. Council Member Allen made second. Unanimous to approve.

AMENDMENTS TO OLD OR NEW BUSINESS:

None at this time.

COMMITTEE REPORTS:

Future Vision Committee:

None at this time.

Historical Society Committee:

Shannon Stinchcomb
5/21/26

Council Member Shedd gave an update. Train Day will be held in Winder on 4/18/26 as well as 7/4/26. The Historical Society will be holding its Spring Dinner on 4/23/26 at 6:30 at the Wimberly Center in Winder. The Revolutionary War Patriots Group will be hosting the July 3 & 4 Celebration.

Permitting, Zoning, & Code Enforcement Report:

Town Manager Singley submitted the report for review. Council Member Allen asked if any portion of the fees stay with the Town. Clerk Crenshaw stated that approximately 20% of the fees are allotted to cover the Town's administrative expenses.

Council Member Shedd asked about the status of the business license for Pop's Produce. Council Member Allen stated that Pops (Tim Mathis) is a great guy and everyone likes him, but the "yardsale" every weekend is an eyesore. Shedd asked if Pops does just the produce and not the "other stuff", could he be approved for the license. Allen agreed that the produce would be better but not sure if it is allowed. Mayor Stinchcomb stated that it is like a mini flea market, but he has not talked to Pops about it. Clerk Crenshaw advised that the use is approved with restrictions, but that Pops cannot meet the restrictions of the setbacks and growing the produce on site. Mayor Stinchcomb asked if he had just the produce, could he keep it clean. Allen stated that he had received a couple of complaints about it being right in the middle of Town and questioned if it benefits the community. Mayor Stinchcomb advised that we (the Town) get back to CPL on the license.

SPLOST Roads Report:

None at this time.

SPLOST Recreation Report:

None at this time.

Financial Balances as of January 31, 2026:

Road SPLOST: \$289,178.47

Disbursement: \$0.00

Rec SPLOST: \$45,680.78

Disbursement: \$0.00

OLD BUSINESS:

1. Landscape Bids

Town Manager Singley advised that she had received 3 bids.

1. Dacburn - weekly/year round. \$1,700 per month / \$20,400 per year. Does not include mulch. Mulch/pinestraw would be another \$1,900.

2. Hutchins - Weekly trash & biweekly for shrubs, trees. \$750 per month (\$891.67/month with mulch), or \$220.91 per visit.
3. Tech Landscaping - \$460/month to weed eat, mow, & blow leaves. Shrubbery \$130 per service. Mulch \$1,150.

Singley stated that she took pressure washing out of the bids because most just sub it out. Mayor Stinchcomb asked about weed control and fertilizing. Singley responded that none of them wanted to do that because the park has too many weeds and it would result in bare spots.

Mayor Stinchcomb asked if Hutchins would provide a “porter service” 2-3 times a week for the park trash. Singley said their quote works out to be \$625/month for grass, \$125/month for weekly trash, \$141/month for mulch - \$891.67/month for all of it. He also said he would do the trash twice a week if once. Tech would only agree to pull the trash if it is not extensive. Stinchcomb asked if all services would cut back to biweekly in the winter. Singley replied that Dacburn would not agree to biweekly and he reiterated that he works weekly.

The Mayor asked if the Council wanted to table until Council Member Knight was present. Council Member Allen stated that “we have a quorum”, and further stated that since lawn care and landscaping is Mayor Stinchcomb’s profession, he would defer to his selection. Council agreed that the Mayor was in the best position to make the recommendation. Mayor Stinchcomb stated that since Hutchins is local, will do the trash weekly, and he has seen Hutchin’s work, that Hutchins is his recommendation. Council Member Allen made motion to contract with Hutchins for our lawn care and Park maintenance. Council Member Cheely made second. Unanimous to go with Hutchins.

Town Manager Singley asked if she is to include mulch in the contract. Mayor Stinchcomb stated that the Town will handle mulching as needed and we will get a quote each time. Same for pressure washing - we will get a quote each time. Singley asked for a start date on the contract, to which the Mayor replied, “Immediately.”

2. Tree Bids

Town Manager Singley stated that she has received 3 bids for the trees in the park - to trim the one by the caterpillar climber, cut down and remove one by the see-saw, and grind the stump.

1. Tautline - \$1,700 to cut; \$600 to trim. Stump grinding would be on a different quote.
2. Atlanta Tree Movers - Mayor Stinchcomb disqualified this quote since they are family.
3. Northside Tree Professionals - \$1800 to cut; \$500 to trim; \$150 to grind the stump.

Council Member Allen stated that we must have the price for grinding the stump. Council Member Shedd stated that he had had a problem with Tautline in the past on pricing. Council Member Allen made a motion to contract with Northside Tree Professionals. Council Member Shedd made second. Unanimous to contract with Northside Tree Professionals.

Council Member Singley asked if we can have Northside add trimming the cedar tree by Town Hall and removing the old Christmas balls and lights. Unanimous agreement by Council to add the cedar tree to the contract.

3. Lock / Camera Bids

Town Manager Singley stated that before we can replace the locks in the park restrooms, the doors need to be replaced. Mayor Stinchcomb stated that they are rusted out on both sides. Singley stated that she has 3 quotes for locks and cameras.

1. LNT - local - install all \$3,989.99 Todd Brown. 2 cameras with audio & video in Town Hall, cameras on the pole in the park, cloud-based storage, video replay. better quality. Council Member Allen asked if it includes 8 cameras, to which Singley replied "yes - 4-megapixel eyeballs". Plus \$1,249.85 for the electronic locks on the restrooms.
2. SAV Systems \$16,213.16
3. Integrated Solutions - cameras \$4,167.13; locks \$1,352.98.
4. BIT Pros - Open-eye web serve cameras. He did not come out, he had Christy film everything. If he finds that our wiring is sufficient, the lease would have a recurring fee of \$630 plus \$450 every year. AI based system with smartware search functions.

Attorney Lewis asked if the audio could be disabled since there would be an issue during Executive Sessions. Council Member Allen stated that audio could be turned off at any time. Attorney Lewis went on to say that once an audio record is created, it has to be maintained. Allen suggested that we look into storage options; that 3 terabytes would give us 3-4 weeks of recordings then we would have to have cloud storage. Singley stated that Todd Brown with LNT said we could call with questions. Council Member Allen made a motion to table this item to look further in remote access, the number of cameras, etc... Lewis said we would need to determine the time limits needed for record retention and how much cloud storage that would involve. Allen reiterated that it is very important that we have audio in Town Hall. Mayor Stinchcomb inquired about an external hard drive. Attorney Lewis referenced Bethlehem having video and audio; it became a burden with microphones and posting. Council Member Allen stated that many municipalities live-stream their meetings on Facebook. Council Member Shedd stated that there have been a few instances where things should have been recorded in Carl. Council Member Allen made a motion to table the topic. Council Member Shedd made second. Unanimous to table.

4. Missing LED Speed Display Sign

Town Manager Singley advised the Council that The Town paid \$3,870 for an LED Speed Monitoring sign with reporting capabilities back in 2025. Traffic Depot has the sign. If we request a refund, we will only receive \$2,902.50 in credit - a loss of \$967.50 for the Town. She asked the Council if they want to get the refund, get the sign, or turn it over to Legal. Council Member Allen stated that we should get the sign and put it to use; it was bought to go by the trees and cemetery on Carl Midway Church Road. He further stated that we would have to coordinate the installation with the Sheriff's Office. Allen added that it would be grossly irresponsible for the Town to have purchased this sign last year then lose \$900.00 on the deal. Mayor Stinchcomb stated that we can move the sign to other areas where the Town has problems with speeding motorists. Allen asked if the sign was purchased with SPLOST money. Clerk Crenshaw advised that it was purchased with federal ARPA funds. Council Member Allen made a motion to have the sign delivered to Town Hall and be put into use. Council Member Shedd made second. Unanimous to have the sign delivered to Town Hall.

NEW BUSINESS:

1. LMIG/LRA Projects - IGA With Auburn

Town Manager Singley advised that we have two types of DOT funding. LMIG for paving projects and LRA for road repair. Auburn has offered an IGA for \$39,996.00 for paving Carl Cedar Hill Road. Our portion would cover the paving from Bankhead Highway to the intersection with Atlanta Highway. We typically accrue the LMIG for 3 years then spend the money, but it makes more sense to partner with Auburn now. Council Member Allen asked about striping the roads, and Singley advised that would be handled with the LRA funds, of which we have \$7,290.00. Allen asked if we could also use SPLOST money for the paving since the IGA would cover striping on Carl Cedar Hill Road. Allen made a motion to move forward with the IGA; Council Member Cheely made second.

Town Manager Singley said that there is a second project with Auburn on the table. 6th Street/ Brown Bridge Road is in terrible shape and covered with potholes. It is going to have to be fixed if it is not re-paved. Council Member Allen stated that the SPLOST money is there - spend it. Council Member Shedd stated that we need to wait until the construction vehicles are done on 6th Street before we do anything. Mayor Stinchcomb stated that he does not want to jump into anything immediately. Attorney Lewis said he needs the IGA to look over the project. Council Member Allen stated that as the municipality we can set the weight limit allowed on our roads.

Council Member Allen made a motion to move forward with Auburn with the paving projects. Council Member Cheely made second. Unanimous to partner with Auburn on paving Carl Cedar Hill Road and 6th Street/Brown Bridge Road.

2. New Meeting / Workshop Procedures

Mayor Stinchcomb made the proposal that the Council receive the Agenda items 9 days in advance (2 Tuesdays prior to the Thursday meeting) of the monthly Council meeting. That would give the Town Clerk and Town Manager time to answer any questions. If the Council does not respond to the Clerk and Manager by the Tuesday prior to the meeting, it will be assumed that the Agenda is accepted and any other business will be postponed to the next Council meeting. The Town can add work sessions as needed. Council Member Allen voiced his approval for the plan. Mayor Stinchcomb reiterated that two Tuesdays prior to the meeting the Agenda will be received and the Council will decide if a work session is required. If the Council goes into a work session and it is determined that more time is needed, the item will be tabled until the next meeting. This item is administrative and no action was required.

3. CKH Contracts

Town Manager Singley presented two contracts for CKH Group. One is for the annual AUP (audit). The other is for the installation and set up of Quick Books. The pricing is the same as the original contract with CKH, but they require a fresh contract every time they embark on a new project. Council Member Allen advised the Mayor to go ahead and sign them. The rest of the Council was in agreement. No action required.

4. CD Maturity

Mayor Stinchcomb spoke with Bank OZK. Our CD with them matures on May 8, 2026, at a rate of 3.78% for a term of 5 months. Town Manager Singley was tasked by the Council to shop for better CD rates and to present by the August 2026 meeting.

PUBLIC COMMENT:

Council Member Allen made an announcement that he has learned from TJ Sisk of Auburn, the Barrow County GOP Chair, that the County is trying to implement impact fees. These fees will include all incorporated areas, which will drive business away from Auburn and Carl. Our business will be taking a financial hit. Allen further stated that we need to look into this - it is not right to charge our businesses an impact fee for which they received no benefit. Mayor Stinchcomb stated that the County needs 35% - 40% tax from outside businesses. Barrow County is changing ambulance services to AMAC.

ADJOURN:

Mayor Stinchcomb advised that the Council needs to adjourn into Executive Session. Council Member Allen made the motion to adjourn to Executive Session. Council Member Cheely made second. Unanimous to adjourn to Executive Session.