

City of Maxeys Council Meeting Minutes

Tuesday, August 12, 2025

Call to order – 7:05pm

Minutes taken by Jenny Yearwood-Parker, City Clerk

Present

Edward Toledano, Mayor

Danny Gorman, Mayor Pro-Tem and Council Member

Carrie Hyatt, Council Member

Carrie Hayes, Council Member

Doug Miller, Council Member

Guests

Bo Bulloch, Linda Bulloch, Barbara Cabaniss, Anne Garner, and Chelsey Shaver

All items below are recorded from the agenda

- (Item 1) Mayor Toledano called the meeting to order at 7:05pm; Invocation was said by Doug Miller; All attending recited the Pledge of Allegiance.
- (Item 2) Adoption of Agenda for August 2025 Meeting and Minutes from July 2025 Meeting
Result: approved (unanimous); Mover: Danny Gorman, Council Member; Second: Doug Miller Council Member;
Ayes: Gorman, Hayes, Hyatt, Miller.
- (Item 3) Announcement of next meeting date of September 9, 2025. There was some discussion as Clerk Yearwood-Parker will be attending a required conference in Athens and if she could attend meeting. If the meeting date needs to change, the Council will put the information in the newspaper and post to both City's website and Facebook page.
- (Item 4) Citizen Input
 - Anne Garner addressed the Council about the Firefly Trail Race Series expanding to include three new races. Athens is adding a Fleet Feet Five Miler at Dudley Park happening on August 24; Union Point has added two new races—a 10 Mile Jamboree Run and/or a 10K Jamboree Run happening on September 27. She also was concerned about both Athens and Union Point not having the volunteers they need and suggested that they may need our help to get volunteers.
- (Item 5) City Communication updates –
 - Mayor Toledano advised the Council of the aggressive dog complaint he had received. Letters have been written to each owner of the dogs advising them of the City's Ordinance regarding controlling their dogs.
- (Item 6) Permit Applications–
 - Anna Cabaniss has purchased the former residence of Helen Clark located on the corner of Sunset Drive and Forest Circle. She submitted a building permit requesting permission to proceed with interior changes of the home. There will be no work done on the outside of the property at this time.
Result: approved (unanimous); Mover: Danny Gorman, Council Member; Second: Doug Miller Council Member;
Ayes: Gorman, Hayes, Hyatt, Miller.
 - The Gogan-Bulloch family, 202 Maple Street, submitted a building permit request last month to start construction on a garage in September. This request was approved last month with a set back information of 20 feet. However, when they went to the County to have the permit filed, they were told the County set back is only 10 feet. Because their property is shaped at an angle, they are requesting the set back of the building be only 10 feet from the property line, not 20 feet as previously approved. The Council will look into changing our Ordinance to match the County's at the next meeting.
Result: approved (unanimous); Mover: Carrie Hyatt, Council Member; Second: Carrie Hayes Council Member;
Ayes: Gorman, Hayes, Hyatt, Miller.
- (Item 7) Reports from Mayor
 - Digital Speed Signs -- the Mayor met with Captain Tetterton of the Oglethorpe County Sheriff Department to replace batteries and get keys to box. Hopefully this will help slow down drivers as they drive through the City on Highway 77.
 - Water Fountain on the Fire Fly Trail – the Mayor has met with a plumber and determined the problem with the fountain has nothing to do with the water pressure, but instead is the fountain itself and parts are being ordered.
 - Postpone versus Tabled explanation – there were some questions from our last meeting regarding the terms

postponing a subject and *tabling* a subject. The Mayor clarified that *postponing* means the subject will be addressed at a later date, while *tabling* means the subject is tabled until it is decided to be discussed again.

- (Item 8) Committee Reports

- Finance & Budget

- City Finance Report for July

There was nothing out of the ordinary for the month of July other than a loan payment from the Water Account and high expense amount due to installations.

- Budget planning

We will begin this review process this month and hopefully have our first review at the September meeting. This will need to be publicly publicized as required by our ordinances.

- CPA – Agreed Upon Procedure filing

The Morris & Waters CPA firm has completed all the Agreed Upon Procedures Review (audits) and has provided the Reports of Local Government Finance for 2019 to 2024. We now will review and file all these with the Department of Community Affairs of the state, and we will then be recognized as a Qualified Local Government. This will now allow the city to apply for grants and our other funds to assist with roadways (GDOT LMIG & LRA Funds), Playground improvements, grants for the water system updates and improvements and any other areas that the Council deems necessary. The Mayor will be emailing these reports to the Council Members for their approvals whereby the CPA firm can file these reports for us.

Some notes from them:

- TSPLOST 1 – IGA was written exclusively for Poplar Creek for \$40,000. No funds have been used yet for this work per the current accounting system.
- TSPLOST 2 – Remaining \$55,000 can go to roads and other maintenance areas.
- There were several errors for classifications of revenues and expenses. These have been properly accounted for in the reports.
- The TAVT (Title Ad valorem tax) payments were incorrectly deposited into the water system accounts many instances, and this has been corrected.
- Morris & Waters will be able to assist the city in setting up the QuickBooks software system with the proper accounts the city needs. The chart of accounts will be properly established for revenue and expense tracking to ease the booking needs going forward.
- The firm applauded the details of the agendas and minutes prepared in 2025.

- Parks & Recreation

- Community Center

- Playground project

- Chelsea Shaver, who is attending this meeting, spoke to the Council about delaying this project whereby she is hoping to have more fund-raising events. Council Member Hayes stated that since the City will be a Qualified Local Government very soon, there is the great possibility of securing grant funds. Ms. Shaver has agreed to continue to work with Council Member Hayes on this project.
 - One picnic table has been revamped; Council Member Hayes and her husband will be working to get to the other tables in the next few weeks.
 - Deck Demolition/Removal will be happening this month. The Mayor will reach out to the Council Members for their assistance.

- Firefly Trail – Updates

- County Chairman Jay Paul is not in support of the Firefly trail and has requested that Commissioner

Tracy Norman sign the IGA between City and County. The Mayor has signed the IGA and provided to the County for the signature of Commissioner Norman.

- Memorandum of Understanding has been signed – This is the requirement that we have interpretive signage stating the historic railway. Signs will need to be installed before the completion of the Maxeys section.

- Cross walk and Parking area – Mr. Gilson asked about the crosswalk in last month's meeting. When

the crosswalk location was identified and eventually approved by City Council, the fact that there needed to be sidewalks on either side was NOT known. Being that this is a requirement, the Council agreed to reassess the situation and review the options. There was discussion that the proposed site for the crosswalk would go from City property to privately owned land, this concerned the Council. The Council Members agreed they needed to develop a plan for the sidewalks and the location. The Council agreed to postpone the discussion of the parking area to the November meeting. The Council agreed they needed to figure out the parking area first before addressing the need for sidewalks/crosswalk and lighting. The Council tabled the sidewalks/crosswalk and lighting at this time.

- Maxeys 5K – No Report
- Veterans Park
 - The POW flag is upside down. There is a Committee assigned to the Veterans Park. The Council needs to know who is part of this Committee and work with the Committee regarding the needs of the Park, and how to correct those needs.
 - Rotary Club Peace Garden–No report
- Utilities
 - Water tank area
 - This area has now been cleared, and we will begin the process of fire hydrant assessment for the drainage and eventual cleaning of the tank. The Mayor will ask our grass cutting team to add this to their schedule once a month.
 - Water fees evaluation and Water System Usage - In process
 - Amanda Willis of the H2O Tower Group has been provided the 2024 pump reports and the financial data from our records and her team will begin the evaluation of the system to determine the potential rates we need to charge to make the system sustainable. They will, of course, present their findings to the Council at one of our monthly meetings. After this information has been reviewed by the Council is when a decision will be made as to if the Council will increase the water rates or not.
 - Water accounts
 - One cut off was executed and the individual has paid the amount due, plus a reconnecting fee. The \$50 reconnecting fee will cover any cost paid to Adam Boswell for cutting the water off and back on again. Presently, we have 9 accounts past due, meaning they are one month behind, of the 120 customers on the water system.
 - Adam Boswell is taking our water samples to UGA Water Testing rather than going to Atlanta, which should lower the cost for us.
- Public Works & Infrastructure
 - Water Tank drainage
 - Because the water tank has no shut off system when full, and because the overflow catch basin is too small, this results in the runoff flooding Ken and Mel Magnus' property. The Mayor has asked Adam Boswell and Jamie Jones to assess if there is a way for the outward water flow to be redirected and how we can better control the water tank filling. The Mayor will report back to the Council with their assessment.
 - The EPA met with Adam Boswell this past month regarding our wells. They reported that everything look great, but suggested more lights be added to the inside of the pump house. Adam will be installing these lights and will bill us.
 - Also, Adam Boswell needs to exercising our hydrants. There was discussion among the Council as to if Adam Boswell should be doing this verses the Fire Department. Council Member Danny Gorman agreed that he would talk with Fire Chief Justin Sanders and report back to the Council on this matter.
 - Willow Street – Evaluation in process
 - The Mayor has reached out to three Contractors to evaluation the problem and give the City

quotes. Those contractors are Hammons, Carson Anthony, and Wheless Grading.

- Administration
 - GMA City Clerk Conference September 7-9, Athens
 - Jenny is registered to attend as required. We have asked for a scholarship to offset the cost of \$450.
 - 2026 Newly Elected Officials Conference – Athens, February 25-27
 - As required by Georgia Law, all city officials need to attend this meeting assuming they have not attended it before. The Mayor encouraged each Council Member who has not attended to plan on going, if at all possible. There would be no cost to the Council Member nor City as we will get scholarships to cover the attendance fee.
 - City Procurement Policy
 - Last month, the Mayor proposed that we adopted a resolution/policy for our procurement process. These purchases would be for purchases that were NON budgeted or NON planned. These purchases would not be for anything considered an EMERGENCY. There was a review of the proposed Resolution No. 2025-1 by the Council. There was discussion of the amount the Mayor and Clerk could approve without the Council's input or approval. It was agreed that the Mayor will work on the verbiage on this resolution/policy lowering the amount to \$500. This was agreed to be postponed adopting this Resolution until the next meeting.
 - Insurance Review
 - Renewal has been received and a meeting with insurance broker has been requested by the Mayor where he will explore options and get back to the Council with that information.
 - Maxeys Building Approval Application
 - The assessment has been completed and any building permits approved prior to August 2023 are no longer be valid and re-application must occur before further work is done.
- (Item 9) Old Business – None
- (Item 10) New Business – None
- (Item 11) Executive Session (If needed) – None

Meeting was adjourned at 8:14pm