

City of Maxeys Council Meeting Minutes

Tuesday, November 11, 2025

Call to order – 7:01pm

Minutes taken by Jenny Yearwood-Parker, City Clerk

Present

Edward Toledano, Mayor

Danny Gorman, Mayor Pro-Tem and Council Member

Shirley Callahan, Council Member

Carrie Hyatt, Council Member

Carrie Hayes, Council Member

Doug Miller, Council Member

Guests

Leta Bird, Marty Barclay, Barbara Cabaniss, Anne Garner, Warren Gilson, Tony Hall, and Kevin Wilson

All items below are recorded from the agenda

- (Item 1) Mayor Toledano called the meeting to order at 7:01pm;  
Invocation was said by Doug Miller; All attending recited the Pledge of Allegiance.
- (Item 2) Adoption of Agenda for November Meeting with the Amendment and adoption of Minutes from October 2025 meeting.

*Before the Agenda was approved Mayor Toledano requested it to be amended so that the Council could consider having Ms. Leta Bird address the council under Section 8, The Brightwell Park.*

Results: approved (unanimous); Mover: Carrie Hyatt, Council Member; Seconder: Danny Gorman, Council Member; Ayes: Callahan, Gorman, Hayes, Hyatt, Miller.

*Before the minutes from the October meeting were adopted, the Clerk pointed out a typing error that needed to be corrected. Once the correction is made the minutes will be posted to the website.*

Results: approved (unanimous); Mover: Shirley Calahan, Council Member; Seconder: Carrie Hyatt, Council Member; Ayes: Callahan, Gorman, Hayes, Hyatt, Miller

- (Item 3) Announcement of next meeting date of December 9, 2025 at 7pm.
  - There was discussion that some Council Members may not be able to attend this meeting.
- (Item 4) Citizen Input
  - None
- (Item 5) City Communication updates
  - County Comprehensive Plan:  
The NEGRC - North East Georgia Regional Commission is doing the collaboration for all 4 cities and the county.  
The next meeting is planned for November 18 at 6pm at the County Offices.
  - Tri County Natural Gas Emergency Meeting:  
This meeting is planned for December 18 and will be held at G Brand BBQ in Crawford. The Mayor plans to attend both of these meetings.
  - Our office has received legal papers from Windstream where they are changing to Kinetics for all right of way access.
- (Item 6) Permit Applications–
  - None
- (Item 7) Reports from Mayor
  - The Community Clean-Up Day was a huge success. A big thank you to all who could participate.
  - The Christmas Decorating for our Community will be on Saturday, November 22. We will Deck the Town from 3:30-5:30pm; then we have the tree lighting from 5:30-6pm where we will be singing Christmas carols; afterwards we will gather in the Fire Station for our Christmas meal.
  - Parade is planned for December 6. The Committee is accepting floats, sponsors, and items for both the Silent Auction and Raffle.
  - There has been a complaint filed about person(s) living in a RV (camper) on property within the City Limits. The Mayor provided the Council Members the County's Ordinance Section 404 stating that a principal residential or accessory structure in a RV should NOT exceed 90 days of a calendar year. The Mayor will write the family a letter making them aware of this Ordinance and report back to the Council next month.

- We've had unauthorized people entering the Post Office area behind the City Hall office door. Because of this, new NO ENTRY signs have been placed on all appropriate doors. For added security, two RING cameras have now been installed: one inside the Fire Hall and one in the City Hall lobby.
- The Mayor believes it is important that we strengthen and clarify our Policies and Procedures. He will discuss this later in the agenda.
- (Item 8) Committee Reports
  - Finance & Budget
    - City Finance Report for October
      - Commercial Bank General Account
 

There was a deposit of \$55K into the Commercial General Account from Pinnacle Bank where we are continuing to move those funds. Receipts were attached for the Community Center deck rebuild. The Clerk has request a receipt from Blazers where lunch was provided for the Community Clean Up Day, we have not received it to date.
      - Commercial Bank Water Account
 

We had a loan payment made on October 9, but the account had enough monies to cover this payment so no monies needed to be moved.
      - Commercial Bank Water Savings Account
 

No changes to this account other than interest earned
      - Pinnacle Bank General Account
 

Monies moved to Commercial Bank
      - Pinnacle Bank Veterans Park Account
 

No change
      - Pinnacle Bank TSPLOST Account
 

There was a deposit and interest earned for this account
    - Moving monies from the Commercial Bank General Account
      - The Mayor explained to the Council that it would behoove our bookkeeping efforts if the Maxeys 5K, Maxeys Firefly trail and the Maxeys Peace Garden had their own checking accounts set up at Commercial Bank. This would mean moving these monies from the General/Operating Account at Commercial Bank and setting up these account individually. There was discussion and questions which were clarified. It was agreed this would be beneficial to the City and a motion was made.

Results: approved (unanimous); Mover: Carrie Hyatt, Council Member; Seconder: Shirley Callahan, Council Member; Ayes: Callahan, Gorman, Hayes, Hyatt, Miller.

- Mayor Toledano presented a Proposed Budget for 2026 and distributed copies to all guests.
  - He explained that he had made adjustments within the budget, including renaming the "Road Maintenance" line item to "Building Maintenance." He also addressed the Water Account, noting that the proposed \$15,000 maintenance allocation was not included at this time, as the City has not yet finalized a plan for tank maintenance. The Mayor provided detailed explanations for all supporting documents given to the Council and requested that Council members review the figures carefully and provide any feedback before Tuesday, December 2. On that date, he intends for the Council to present the 2026 Budget to the citizens of Maxeys. The Mayor requested a motion to have the budget meeting on December 2. There was discussion with a motion made in favor of this date.

Results: approved (unanimous); Mover: Doug Miller, Council Member; Seconder: Carrie Hyatt, Council Member; Ayes: Callahan, Gorman, Hayes, Hyatt, Miller

- Parks & Recreation
  - Brightwell Park
    - Playground project
 

Council member Hayes brought to the attention of the Council that the zip line is broken. The Mayor said he would look into it and bring a solution to the Council at the next meeting.

The Mayor then recognized Leta Bird, who requested permission from the Council to gather historical photographs currently located in the Oglethorpe County Library. She explained that many of these images depict the history of Maxeys from 100-150 years ago and feature numerous citizens from over the years. Ms. Bird asked for approval to display these photographs inside the Community Center, along with plaques or labels identifying each picture and the individuals shown in them. A motion was made in favor of this request.

Results: approved (unanimous); Mover: Carrie Hyatt, Council Member; Seconder: Carrie Hayes, Council Member;

Ayes: Callahan, Gorman, Hayes, Hyatt, Miller.

Ms. Bird continued with a discussion regarding the planting of a community Christmas tree on City property, a tree that would be donated by the Woman's Club. The Mayor noted that the Council had previously discussed this proposal, emphasizing the importance of selecting a tree that will not exceed approximately 15 feet in height to ensure long-term suitability for the location. The Mayor requested for Ms. Bird to do some more research and to get back with the Council and hopefully we could plan for a tree planting in February of 2026.

■ Deck Rebuild

The project exceeded the budget by \$83.12 due to the additional purchase of concrete needed for the footings beneath the steps and the handicap ramp. As these footings had rotted and this was not known when the quote was given. It was noted that a painting crew will be organized sometime in February to complete the painting work. There was also brief discussion regarding the possibility of staining the floor.

■ Pavilion

The Mayor recognized Barbara Cabaniss and thanked her for keeping the project going, included thanking Bill Cabaniss.

○ FireFly Trail

■ The Maxeys FFT Completion Plan is attached, as provided in recent communication from John Kissane.

Please see his attached email for a full explanation. He also forwarded to the Mayor the previous implementation schedule, which was prepared prior to the requirement to install historical signage. Mr. Kissane has requested that the Mayor review last year's schedule and update the dates to align with current progress. The Mayor presented the Council with a rough draft schedule during tonight's meeting. He anticipates that planning will be ready to go out for bid around March or April, with construction occurring between May and November. There was discussion and questions. The Council wants to make sure those monies are earmarked for this project with our proposed budget for 2026.

■ Parking area options are included for the Council review from the Mayor. This information is only provided for the Council to review and we will begin discussion at a later date.

■ The Mayor provided the Council with the information that we have \$14K in TSPLOST for sidewalks.

○ Maxeys 5K -

■ A formal request to hold the Maxey's 5K race was submitted by Jennie Miller to be held on May 16, 2026, along with the registration form. The registration form has always had a liability waiver, however it was amended to clarify that the City will not be held responsible for any liability. A motion was made to accept this request.

Results: approved (unanimous); Mover: Danny Gorman, Council Member; Seconder: Carrie Hyatt, Council Member; Ayes: Callahan, Gorman, Hayes, Hyatt, Miller

A question was raised from the floor regarding whether a liaison to the Committee is needed, similar to the liaison the Council provides to the Veteran Park Committee. It was decided that the Council members would discuss this and make a decision as to who the liaison would be by our next meeting.

○ Veterans Park

■ As part of the Community Clean-Up Day, the following work was completed: trees were limbed, mulch was added to the base of all trees, the plastic fence was removed, and NO PARKING signs were installed.

○ Rotary Club Peace Garden

■ The Mayor met with Jean Westmacot and the plan is to have the garden completed by year end. Also we have been in contact with the High School Interact Club, so we will have students helping us maintain the Garden.

- Utilities

○ Water system maintenance

■ A meeting with the GEFA team to review water system repairs and upgrades was held on November 7, 2025. The City will submit its projects to the Call for Projects listing, which will allow GEFA to score the projects and determine potential loan forgiveness and/or a lower interest rate. Once the application is submitted and terms are provided, the City can decide whether to proceed with the loan. This potential funding would cover approximately \$50,000 for telemetry between the tank and pump, as well as the replacement of all 120 meters in the City system with RF-controlled meters for electronic retrieval of meter readings. If our funding is approved, we would at that point make a decision as to whether to take the loan or delay taking it. There was discussion. Then the Mayor dropped down in the agenda to the Water valve control system repair in order to clarify why we need this loan.

■ Water Valve Control System Repair

Last month, when the Council approved \$2,910 for Bit Automation, it was not explained to the Mayor that this is a three-phase repair process. The amount approved covers only the first phase. If the first phase does not resolve the issue, the second phase would cost \$1,815, and if necessary, the third phase would cost \$2,190. Since the cost of Phase One had been approved last month, the Council discussed moving forward with Phases Two and Three ONLY if they are required based on the results.

At this point the Council returned to the discussion of the Call for Project Listing to the GEFA. A motion was made for the Mayor to continue with the Call for Project Listing submission to the GEFA by the deadline.

Results: approved (unanimous); Mover: Carrie Hyatt, Council Member; Seconder: Doug Miller, Council Member; Ayes: Callahan, Gorman, Hayes, Hyatt, Miller

- Online payment option

The Mayor expressed interest in implementing the online payment option offered by Government Solutions. This service comes at no cost to the City, and customers may choose to pay online by covering a small processing fee. A payment button would be added to the City's website to facilitate this option. In the future, the City may transition to a new water software system that includes its own online payment platform. Until that time, Government Solutions will be used to provide online payment capabilities.

A motion was made to move forward with adding online payment option from Government Solutions to our website. There was discussion and questions from the floor.

Results: approved (unanimous); Mover: Carrie Hyatt, Council Member; Seconder: Doug Miller, Council Member; Ayes: Callahan, Gorman, Hayes, Hyatt, Miller

- Water System Policies

- Following last month's meeting, the forgiveness of leaks policy that we do have in place does NOT eliminate forgiveness for the entire bill, just a new formula (see policy attached from prior City Council). The Mayor is simply supplying the Council with this policy. The Mayor stressed the need to tighten up our policies regarding our water system.

- Water fees evaluation and Water System Usage Accounts

- The Clerk pulled data from the current software and provided the Mayor with a spreadsheet detailing the number of customers inside and outside the City limits, along with usage data showing how many customers use less than 2,000 gallons and more than 2,000 gallons. The Mayor then supplied the Council with the proposed base rate increase for review. This information was discussed, and it was agreed that an additional Working Session on the water fee evaluation is needed. A motion was made to tentatively schedule this Working Session for Tuesday, December 2, to be held immediately after the Budget meeting.

Results: approved (unanimous); Mover: Carrie Hyatt, Council Member; Seconder: Carrie Hayes, Council Member; Ayes: Callahan, Gorman, Hayes, Hyatt, Miller.

- Water Accounts

- Need to replace a meter on Poplar Creek at the City's cost
- New Meter readings were taken with full report of repairs needed
- Leak repair on 347 Sunset Drive at the City's cost
- We have 8 accounts that are 1 or 2 months past due; and 1 account that is 3 months (account owner has been given cutoff notice)

- Public Works & Infrastructure

- Walnut Street

- The water tank access road off Walnut Street will be graveled by the County. The Mayor has requested that Council member Gorman take a look at the area with him to assess any grading needs before the work begins.

- New door at the Fire Hall

- As noticed the door leading into the Fire Hall has been damaged both on the inside and the outside. The Mayor plans to explore getting a new door from Habitat. We have a quote of \$1500 to install a new door. A motion was made to go ahead with the purchase and install of the new door and to stick to the budgeted quoted.

Results: approved (unanimous); Mover: Carrie Hyatt, Council Member; Seconder: Shirley Callahan, Council Member; Ayes: Callahan, Gorman, Hayes, Hyatt, Miller.

- Administration

- Sheriff & Municipal Judge Agreements

- The Mayor has been working with the Sheriff and the Judge. He has asked the City's Attorney to draw up a MOU for them both. They have asked to review our Ordinances. He is still waiting on this.

- City Employment
  - It was brought to the Clerk's attention during the Clerk Conference that she should not be receiving a 1099 form from the City, but instead, should be receive a W2 form from the City for her 2025 taxes. She emailed both the City's attorney and the City's auditors for clarification. An email exchange was presented to the Council with the Keith Waters (auditor) suggestion. The Council requested for Jenny and the Mayor to research this more with GMA before they made any decisions. It was also noted that the City has never issued any 1099s over the years of doing business.
- City Policy Review
  - Extensive work needs to be done on all the polices the city has, ie. specifically on the water system forgiveness policy and any water service installation where the tap is several years old; open records requests and associated fees; Community Club Building Usage; and to make sure that Maxeys is following the Oglethorpe County Code of Ordinances, etc. The Mayor is requesting that the council members participate in the review of current policies and the development of new policies over the coming months to better define how the council addresses specific items in the future.

- (Item 9) Adjourn
  - Motion to Adjourn at 8:18

Results: approved (unanimous); Mover: Doug Miller, Council Member; Seconder: Carrie Hayes, Council Member; Ayes: Callahan, Gorman, Hayes, Hyatt, Miller.

City of Maxeys Council WORKING SESSION Minutes

Tuesday, December 2, 2025

Call to order – 7:03pm

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

Absent:

Shirley Callahan, Council Member

Guests

Warren Gilson and Mark Whiting

All items below are recorded from the BUDGET section of this meeting

- Mayor Toledano called the meeting to order at 7:03 p.m. He explained that the purpose of the meeting was to review and discuss the City's 2026 Budget, as required by City Ordinances. He then distributed the proposed Fiscal Year 2026 Budget documents.
- The Mayor provided a Fiscal Overview, presenting the proposed Budget for the General/Operating Account held at Commercial Bank. He also reviewed the status of the remaining accounts held at both Commercial Bank and Pinnacle Bank. In addition, he outlined the City's ongoing and future financial commitments related to the FireFly Trail project.
- During discussion, Council Member Gorman requested that a Miscellaneous category be added to the Expense Items in the General/Operating Budget.
- Clerk Yearwood-Parker requested that the list of accounts held at Pinnacle Bank be corrected to include the Veterans Park Account.
- The Mayor then moved on to review the Water Budget. He explained that the listed amount of \$64,750.00 did not include the additional \$15,000 needed for required tank maintenance. He noted that this matter would be discussed further in the next section of the meeting. There was additional discussion.
- This concluded the Proposed 2026 Budget portion of the meeting at 7:28pm.

All items below are recorded from the Water Rates and Consideration section of this meeting

- Mayor Toledano called this section of the meeting to order at 7:30 p.m. He explained that the purpose of this portion of the meeting was to discuss the City's water rates, noting that the rates had not increased in more than ten years. He then distributed informational materials to all attendees. The materials included:
  - A breakdown of customers' water usage
  - Counts of customers using:
    - Under 2,000 gallons
    - 2,001–6,000 gallons
    - 6,001–12,001 gallons
    - 12,001 gallons and over
  - An exact count of paying customers, with totals for those inside and outside the City limits
  - A discussion item on the possibility of revising future usage-tier increments to 2,000-gallon brackets (0–2,000; 2,001–4,000; 4,001–6,000; 6,001–8,000)
  - Monthly water-usage totals for the City as a whole
  - Water System Fee Comparison charts for the cities of Maxeys, Arnoldsburg, and Lexington
  - A report showing income and expenses for the 2025 Water System was from the Budget meeting
- There was discussion regarding how the cost of the required tank maintenance could be incorporated into future water bills.
- Council member Hyatt agreed that since she has access to the data provided by the Mayor and the Clerk, she would pull out 6 individual bills and run a calculation based on our current rates compared to the proposed rate increase. She would provide this data to the Council before their next Council meeting planned for December 9.

- There was input from our guest stating that citizen's need to see the entire picture of the Water Budget so they can understand why the City needs this increase. Council member Gorman stated that we have been moving monies from the General Account to cover the shortfall for years. Council member Hayes requested an example budget that would include updated projected income and updated expense for annual maintenance contract that will be shared during the water rate discussion at the next City Council meeting.
- To summarize, the Mayor will provide data where we will compare current bill versus proposed bill while reassessing our expenses at our next Council meeting.
- Adjourn

The meeting adjourned at 8:00pm