



CITY OF WALNUT GROVE
February 13, 2025 – 6:00 p.m.
Municipal Building – 1021 Park Street
Council Meeting & Public Hearing
AGENDA

- I. Call to Order** – Mayor Moncrief 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, Council Member Maxine McClanahan, Council Member Linda Pilgrim, Council Member Rachel Davis, Attorney Jay Crowley, City Clerk Lynn Heard
- V. PUBLIC HEARING:**

- 1) The City of Walnut Grove & HB 581 – Mayor Moncrief asked for a motion on HB 581. Council Member Maxine McClanahan motioned to opt out of HB581. Mayor Per Tem Erica Miles seconded the motion. Motion was carried unanimously.

The Mayor and Council of the City of Walnut Grove intends to opt out of the statewide adjusted base year ad valorem exemption for the City of Walnut Grove.

The first Public Hearing was held on January 30, 2025 and the subsequent meetings will be held on February 13, 2025, at 10:00 a.m. & 6:00 pm respectively. All Public Hearings will be held at the City of Walnut Grove Municipal Building, 1021 Park Street, Loganville, GA 30052.

- A) Citizens who would like to speak in favor of the action – Karen Ragan commented she is in favor of opting out.
- B) Citizens who would like to speak against the action – There were no citizens that spoke against the action

Adjourn Hearing – Mayor Moncrief adjourned the hearing at 6:16 pm

REGULAR MEETING

- VI. Agenda Approval** – Council Member Maxine McClanahan motioned to approve the agenda. Mayor Pro Tem Erica Miles seconded. Motion was carried unanimously.

VII. Consent Agenda - Council Member Rachel Davis motioned to approve. Mayor Pro Tem Erica Miles seconded. Motion carried unanimously.

1) Minutes

- A) January 16, 2025 – Signatures by Mayor Moncrief, Mayor Stephanie Moncrief, Mayor Pro Tem Erica Miles, Council Member Maxine McClanahan, Council Member Linda Pilgrim, Council Member Rachel Davis, City Clerk Lynn Heard
- B) January 30, 2025 - Signatures by Mayor Moncrief, Mayor Stephanie Moncrief, Mayor Pro Tem Erica Miles, Council Member Maxine McClanahan, Council Member Linda Pilgrim, Council Member Rachel Davis, City Clerk Lynn Heard

2) Financials

- A) July 1, 2024 – January 31, 2025

3) Invoices Over \$5,000

- A) Georgia Municipal Association Worker’s Compensation self-insurance Fund. 2025 estimated annual premium. - \$8,232.00

VIII. Committee Reports

- 1) DDA – Rachel Davis

IX. Planning & Zoning Commission – Mayor Moncrief read the planning and zoning reports by Joe Walter. Please see attached.

X. Library Report – Dana Segar – Please see attached

XI. Public Comment – There were no comments from the public

XII. Old Business

- 1) Vote: Purchase of Public Works John Deere Z930MZTrak Lawn Mower with Tweel Turf Tires, 60 inch mulch on demand mower deck and fully adjustable suspension seat with armrests (dealer warranty included) Recommendation is to purchase from the John Deere in Conyers, GA with Rep Jesse Roach. – Council Member Maxine McClanahan made a motion to raise the Public Works lawn mower budget from \$13,570.33 to \$14,000. Council Member Rachel Davis seconded the motion. Motion carried unanimously.

- 2) Vote: Magnolia Drive Culvert & Storm Repair – Mayor Moncrief asked for a motion to proceed with culvert and storm repairs. Council Member Maxine McClanahan motioned to approve. Council Member Rachel Davis seconded the motion. Motion carried unanimously.
- 3) Vote: Resolution HB 581 – Mayor Moncrief asked for a motion to opt out of HB 581. Council Member Maxine McClanahan motioned to approve. Mayor Pro Tem Erica Miles seconded the motion. Motion carried unanimously.

XIII. New Business

- 1) Vote: Readopt Chapter 31 of the CODE OF ORDINANCES (General Offenses) of Walnut Grove, Georgia to amend certain code enforcement provisions; to provide for severability; to repeal conflicting ordinance; to provide an effective date and for other purposes. – Mayor Moncrief asked for a motion to readopt Chapter 31 of the CODE OF ORDINANCE. Council Member Rachel Davis motioned to approve. Mayor Pro Tem Erica Miles seconded. Motion carried unanimously.
- 2) Election of Mayor Pro Tem – Mayor Moncrief announced that there would be a vote for Mayor Pro Tem. Mayor Pro Tem is a 1 year term, but the same Mayor Pro Tem can be elected again. Council Member Rachel Davis motioned to re-elect Mayor Pro Tem Erica Miles. Council Member Maxine McClanahan seconded the motion. Motion carried unanimously.

XIV. Reports

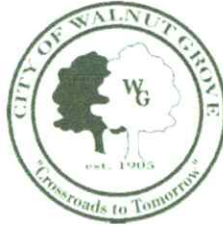
- 1) Public Works – Please see attached
- 2) City Clerk- Please see attached
- 3) Mayor – Mayor Moncrief spoke about the success of the Envision Walnut Grove Workshop. Mayor Moncrief and City Clerk, Lynn Heard have been training on the iWorQ program. LMIG has been applied for.

XV. Town Hall – No comments

XVI. Council Comments – Council Member Rachel Davis announced City Hall’s YouTube channel for Envision Walnut Grove: [youtube.com/walnutgrovegeorgia](https://www.youtube.com/walnutgrovegeorgia). Council Member Maxine McClanahan challenges the community to double the attendance at next Envision Walnut Grove Workshop. Mayor Pro Tem Erica Miles is enjoying the new lights at the City ball field with family and ball team.

XVII. Executive Session – Personnel, Litigation, Real Estate and/or Cybersecurity

XVIII. Adjourn – Mayor Moncrief asked for a motion to adjourn the meeting. Council Member Rachel Davis motioned to adjourn. Mayor Pro Tem Erica Miles seconded. Motion carried unanimously.



MEMORANDUM

DATE: February 13, 2025
TO: City of Walnut Grove
FROM: Joe Walter, Zoning Administrator
RE: Zoning Administrator's Report

1. Active Rezoning Cases/Variations/etc. - None
2. Site Plans Under Review
 - a. Benchmark Excavating (Matt Rutledge) Office Warehouse Site Development Plans –Ready for permitting – revised GSWCC approval received 2/12/25.
 - b. Stonehaven S/D Construction Plans (Reliant Homes), including Amenity area plans –PPI comments addressed; waiting on agency and Council approvals. Zoning Administrator spoke with Ned Butler on 2/12/25 and revised plans should be submitted within the next week.
 - c. Stonehaven S/D Amenity Area – PPI issued comments; waiting on agency approvals (see comment on Item 2.c).
 - d. Elevation Truck Sales (4474 Guthrie Cem. Rd.) – Council reviewed site plans and is awaiting a revised plan. The plans submitted to City on 1/17/25 were not a complete, revised set. Zoning Administrator to contact engineer.
 - e. Church at the Grove Expansion – PPI comments addressed; agency approvals received; PPI stamped plans and issued approval package.
 - f. Mike's Tire Depot (new site) – waiting on submittal for plan review.
3. Active/Recent Land Disturbance Permits Issued by the City
 - a. Walnut Grove Gas Station LDP (under construction)
 - b. Enclave PUD Commercial Phase 4 LDP – no recent activity
 - c. S&E Cabinet Shop LDP – Guthrie Cemetery Road (under construction)
 - d. 1261 Industrial Parkway LDP (under construction)
4. Other Active Projects
 - a. Grove Park – Walton County - Phase 1 under construction
 - b. Envision Walnut Grove – Visioning process underway.
5. Inactive Projects
 - a. Maximum Rx Credit (Guthrie Cem. Road @ Industrial Drive).



February 13, 2025

Mayor Stephanie Moncrief
City of Walnut Grove
2581 Leone Ave
Loganville, GA 30052
mayor@walnutgrovegeorgia.com

RE: City of Walnut Grove LAS Phase 2 Upgrade – Update for Council

Dear Stephanie:

I am writing to provide an update on the LAS Phase 2 upgrade (sewer) project for the February 13, 2025 Council meeting.

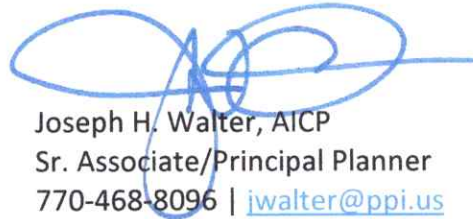
- The project was advertised for contractor selection on January 11, 2025 in the City's legal organ, on the City's website and in the Georgia Procurement Registry, per state law. Bids were to be due by **5:00PM on February 11, 2025** and opened at **11:00AM on February 12, 2025**.
- The City held a Pre-Bid Meeting on **Tuesday, January 28, 2025 at 1:00pm** at City Hall and at the LAS site. Six (6) persons attended the meeting and a number of items were covered.
- Due to complexity of the project, PPI received a significant number of questions that needed to be answered prior to the bids being received and opened. In order to make sure that all prospective bidders have equal access to information, engineers will issue addenda to the bid documents that will answer the questions and provide any changes to the plans or bid document.
- PPI reached out to the City to request an extension of the dates to receive bids to give contractors more time to review the lengthy list of questions. The City agreed to extend the bid date one week with the understanding that the overall schedule would not be affected.
- PPI issued Addendum No. 1 on **February 6, 2025** to extend the bid date to **February 18, 2025 @5:00pm** and the bid open date to **Wednesday February 19, 2025 @ 1:00PM**.
- PPI issued Addendum No. 2 on **February 10, 2025** to all plan holders. This addenda provided answers to questions posed and included revised drawings for the electrical components of the plant.
- PPI personnel will be at Walnut Grove City Hall on **Wednesday February 19, 2025** prior to the bid opening time and will conduct the bid opening.
- PPI will evaluate all bids received and prepare a package containing the certified bid tabulation and our reasoning for contractor selection. State law provides that the City should award to the bid to the lowest responsible and responsive bidder.

Mayor Stephanie Moncrief
City of Walnut Grove
February 13, 2025
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- PPI personnel will attend the **February 27, 2025** Council Work Session and discuss the bids received with Council. The package will include the Notice of Award document.
- PPI personnel will attend the **March 13, 2025** Council Regular Meeting for bid award. If Council makes an award, PPI will request the Notice of Award document be signed as soon as practicable and a copy provided to us.
- PPI will send the Notice of Award document to the selected contractor and proceed with the request for the contractor to provide bonds and insurance per the contract requirements.
- PPI will move forward with construction assistance services with scheduling the Pre-Construction Conference, etc.

I have also attached the most recent plan holders list. Hopefully, this information will help the Mayor and Council understand the timeline and anticipated events over the next several weeks. Please contact me if you have any further questions.

Sincerely,



Joseph H. Walter, AICP
Sr. Associate/Principal Planner
770-468-8096 | jwalter@ppi.us

Attachment – Updated Plan Holders List

PLAN HOLDER LIST

Walnut Grove Land Application System Phase 2 Upgrade

PPI Project No. E21-090

REVISED BID DATE (BIDS DUE): 2/18/2025 @ 5:00 PM

REVISED BID OPENING: 2/19/25 @ 1:00PM

Questions Deadline: 02/04/2025 @ 5:00 PM to 861np@ppi.us

CONTRACTORS

Legacy Water Group, LLC

Kkimble@legacywatergroup.com

IHC Construction Services, LLC

jarevalo@ihcconstruction.com

Griffin Bros, Inc.

Bruce@griffinbrothersinc.com

Heyward Atlanta Construction

Rory.russo@heywardatlanta.com

Lanier Contracting

Brian@laniercontracting.com

Mid-South Builders, Inc.

Ben@mid-southbuildersinc.com

Heavy Construction, Inc.

mhipps@heavyus.com

Lakeshore Engineering

glong@lakeshoreengineering.com

Sol Construction

Rdelacruz@solconstructionllc.com

The TDH Company

akulp@tdhco.com



Walnut Grove Library

A unit of the Azalea Regional Library System

1000 Walnut Grove Parkway
Loganville, Georgia 30052

www.azalealibraries.org

Phone: (678) 342-9758
Fax: (678) 342-9134

2-13-25

Good evening Mayor Moncrief and City Council Members,

Thank you so much for having the Envision Walnut Grove meeting on Tuesday. I was thrilled to see the high attendance and hear the wonderful feedback from our community. It was very insightful to hear different perspectives and really consider the impact of our city's growth. We have definitely seen the impact of growth at our library. Everyday now we hear our patrons comment on how busy the library is and how there are so many people coming by. We truly are very grateful for all of our fabulous patrons.

Just in the past week, we were given 4 cases of fudge that we were able to give away to our patrons. Last Saturday was Take Your Child to the Library Day and every child got to choose a free book and every parent had their choice of 4 flavors of fudge. They were very happy! Then we were given dozens of loaves of bread so we have been able to stock our pantry with this much appreciated staple. Both the fudge and bread came from the Loganville Publix and one of our patrons very generously brings the items to us. I also came into a very generous donation for books and to fund our Summer Reading Program. Then we received a Patriotic book donation from the DAR, and were able to take photos in front of some incredible Lego displays our patrons have created for everyone to enjoy and admire. They are truly amazing! And this was all just this past week! My heart is very grateful!

As far as programs, we have started a Wellness Saturday event on the first Saturday of each month at 10:30 am and they have wonderful classes. The next class on Saturday, March 1 at 10:30 am is Nourishing Your Body. We also had our Pokemon Card Swap tonight, which you all know is one of my favorite events. And gave away a free pack of Pokemon cards every 10 minutes. Tomorrow we have a free Valentine's Day craft takeaway for all of the children who visit us after school. And finally, with school being out on Monday, we will have a super fun Pajama Movie morning for our students as they enjoy treats and watch The Wild Robot.

Just a reminder that the library will be closed for our annual Staff Development Day next Wednesday, but we are looking forward to all of the training sessions and everything that will help us excel at our jobs.

Thank you for all you do for our community and our library!

Sincerely,

Dana Seger
Walnut Grove Library Manager
678-342-9758
dseger@azalealibraries.org

FEBRUARY 2025

Check out our Google calendar for all event details.



SAT

1

Take your child to the library day



SUN

MON

TUE

WED

THU

FRI

8

2

3

4

5

6

7



String
Popcorn Craft
3pm-5pm



Storytime/Craft
11am



Books and
Beyond Book
Club
10am



Children's
Music and
Movement
10:30am

Wellness
Event
10:30am

9

10

11

12

13

14

15



Lego Day



Storytime/Craft
11am



Pokemon
Card
Swap
4pm



Valentine's
Treat all
day and
Craft 3pm-
5pm



Chess Day
10:30am-
1:30pm

16

17

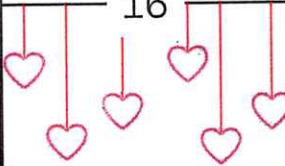
18

19

20

21

22



PJ Movie
Morning: *The
Wild Robot*
10:30am

Storytime/Craft
11am



World Travelers
South America
Kids 4pm
Adults 5pm



Family Puzzle
Day
10:30am-
1:30pm

23

24

25

26

27

28



Lego Day



Storytime/Craft
11am



Manga
Madness
5pm



Children's
Music and
Movement
10:30am



Walnut Grove Library

1000 Walnut Grove Parkway, Loganville, Georgia 30052 | (678) 342-9758 | azalealibraries.org | [@WalnutGrovePublicLibrary](https://www.instagram.com/WalnutGrovePublicLibrary)

City Clerk

From: Stephanie Moncrief
Sent: Friday, February 14, 2025 10:24 AM
To: Public Works
Cc: City Clerk
Subject: RE: 2/13 public works report & future reports

Lynn, here is the public works report from the 2/13/25 meeting.

Brian, please cc our city clerk on all future meeting reports so she has it for the records.

Thanks,
Stephanie

From: Public Works <publicworks@cityofwalnutgrove.com>
Sent: Thursday, February 13, 2025 2:58 PM
To: Stephanie Moncrief <mayor@cityofwalnutgrove.com>
Subject: 2/13

Sewer Plant:
Working to keep water levels low and spray heads in working conditions.

City Park:
We did general maintenance.

Around the city
Worked on cleaning curbs and catch basins to keep storm water flowing well.

City Hall:
We cut and removed the pine tree from the snowstorm.

Truck and lawnmowers serviced preparing for spring mowing.

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Clerks Report- 02-13-2025

2- State Patrol Citations

11 Walton County Citations

9 Ball Park Rentals

0 Pavilion Rentals