

CITY OF WALNUT GROVE
March 13, 2025 5:00 PM
1021 PARK STREET MUNICIPAL BUILDING
Council Called Meeting
Summary Minutes

- I. Call to Order** – Mayor Moncrief called the meeting to order at 5:05pm
- II. Executive Session - Personnel**
- III. Invocation** – Given by Tony Powell
- IV. Pledge of Allegiance** – The pledge was said by all in attendance
- V. Roll Call** - Present: Mayor Stephanie Moncrief, Mayor Pro Tem Erica Miles, Council Member Maxine McClanahan, Council Member Linda Pilgrim, Council Member Rachel Davis, Zoning Administrator Joe Walter, City Attorney Tony Powell, City Attorney Jay Crowley, City Clerk Lynn Heard
- VI. Agenda Approval** – Council Member Maxine McClanahan motioned to approve the Agenda. Mayor Pro Tem Erica Miles seconded. Motion carried unanimously.
- VII. Consent Agenda** – Mayor Pro Tem Erica Miles motioned to approve the Consent Agenda. Council Member Rachel Davis seconded. Mayor Moncrief called for discussion. Council Member Linda Pilgrim asked for financials to be removed. Council Member Davis asked for City Attorney Tony Powell to advise Council. Attorney Powell advised the Council accordingly. Mayor Pro Tem Miles amended her motion to approve the Consent Agenda with the removal of the financials. Council Member Davis seconded. Motion carried unanimously.
 1. Minutes
 - A. February 13, 2025 Council Meeting & Public Hearing 10:00am
 - B. February 13, 2025 Council Meeting & Public Hearing 6:00pm
 - C. February 27, 2025 Work Session
 2. Invoices Over \$5,000
 - A. Azalea Regional Library System FY Annual Invoice \$70,000
- VII. Committee Reports**
 1. DDA – Rachel Davis – No report
- VIII. Planning & Zoning Commission** – Joe Walter (please see attached)
- IX. Library Report** – Dana Segar (please see attached)

X. Public Comment – Mr. Wade Luethi of 2230 Emerald Cove and Brenda Ramsey of 2221 of Emerald Cove expressed concerns of needing speed bumps or stop signs at Emerald Drive and Crystal Court.

XI. Old Business

1. **Vote: Safety Coordinator Resolution** – A resolution was presented to create a Safety Coordinator to enable the City of Walnut Grove Public Works Department to apply for grants to purchase safety equipment. Public Works Manager, Brian Pilgrim, will be taking on this role. Mayor Pro Tem Erica Miles motioned to approve. Council Member Rachel Davis seconded. Motion carried unanimously.
2. **Vote: LAS Sewer Phase II – Bid Package Approval** - Council Member Rachel Davis motioned to approve. Mayor Pro Tem Miles seconded. Motion carried unanimously.

XII. New Business – No new business

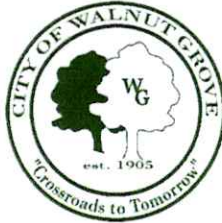
XIII. Reports

1. Public Works (please see attached)
2. City Clerk (please see attached)
3. Mayor

XIV. Town Hall – No comments

XV. Council Comments – All Council Members encourage Walnut Grove to go green. (#goinggreeninthegrove) Council Member Davis announced the First Annual Recycling Day at Walnut Grove City Hall on April 22, 2025.

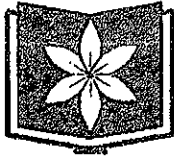
XVI. Adjourn – Mayor Moncrief called for a motion to adjourn the meeting. Council Member Maxine McClanahan motioned to adjourn the meeting. Council Member Davis seconded. Motion carried unanimously.



MEMORANDUM

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

1. Active Rezoning Cases/Variations/etc. – #WGV-25-01 - SCB Construction Group (Church at the Grove) – Hearing Dates TBD
2. Site Plans Under Review
 - a. Stonehaven S/D Construction Plans (Reliant Homes), including Amenity area plans –PPI comments addressed; waiting on agency and Council approvals.
 - b. Stonehaven S/D Amenity Area – PPI issued comments; waiting on agency approvals.
 - c. 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.
 - d. Mike's Tire Depot (new site) – under review.
3. Active/Recent Land Disturbance Permits Issued by the City
 - a. Walnut Grove Gas Station LDP (under construction)
 - b. S&E Cabinet Shop LDP – Guthrie Cemetery Road (under construction)
 - c. 1261 Industrial Parkway LDP (under construction)
 - d. Walnut Grove Commercial/Office 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).
 - b. Enclave PUD Commercial Phase 4 LDP – no recent activity



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

3-13-25

Good evening Mayor Moncrief and City Council Members,

It's been truly wonderful to see all of you out in our community this week! The Envision Walnut Grove meeting was very insightful seeing that many of our citizens have common interests for planning the future of our city. Thank you to Council Member Miles for the book donation and to Council Member Davis for the Food Pantry donation and bringing your sweet children to the library several times this week! It is always delightful to visit with everyone. Also, thank you Council Member Pilgrim for your help with our Master Gardener presentation yesterday and to Council member Davis for attending. I thought Carol did a wonderful job helping us with our landscape and gardening challenges, and I hope you found it beneficial as well.

We have programs and events planned everyday during Spring Break and I had so much fun planning our May activities as well. I have included both our April and May calendars with your report. Tonight I wanted to talk about a different aspect of our library, which is all of the volunteers and community partnerships who contribute and help make our library so successful:

We had 8 volunteers within the last month which contributed to 15 hours in the library- both youth and adults.

We had many patrons donate to our food pantry, which is well stocked.

We had 2 full donations to our Seed Library from the Master gardeners.

Youth Middle School donated 20 boxes of books and we have sold all but 1 cart of books in the last week alone.

Also, WGES invited me to come to their library for STEM night on Tuesday and I get to share all of our library resources with children and families who may not regularly visit our library. In addition, I get to give free STEM books to each student that attends thanks to our local Girl Scout Troop for donating the books to us.

This is just a small sample of the community support in the past few weeks! It really does take a village to make our library successful, and thank you so much for all you do to contribute!

Thank you for all you do!

Sincerely,

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

City Clerk

From: Public Works
Sent: Wednesday, March 12, 2025 10:05 PM
To: Stephanie Moncrief
Cc: City Clerk
Subject: Public works for meeting 3/13

Sewer Plant:

Repaired a few sprinkler heads and a few ball valves.
Continuing to keep water levels low.

City Park:

We cleaned the gutters at the municipal building.
Repaired rotten boards on picnic tables and painted them.
Replaced swings on the playground.
Cleaned out the old public works building. Opened the bathrooms for the year.

Around the city

Documented all the city signs for the new work order system.
Made sure all crosswalk signs are in working order.
Our new lawnmower was purchased and we are very grateful.

I decided to use Vincent Scott preventative maintenance plan.

Robert and I will be attending a safety training meeting on March 18th for hazardous waste removal.

City Clerk Report

Pavilion Rental – 0

Ballfield Rental

January – 11

February – 22

Tickets

Walton County – 6

Georgia State Patrol - 5