



CITY OF WALNUT GROVE
DECEMBER 12, 2024 6:00 PM
1021 PARK STREET MUNICIPAL BUILDING
SUMMARY MINUTES

- I. CALL TO ORDER** – Mayor Moncrief called the meeting to order at 6:08 p.m.
- II. INVOCATION** – The invocation was given by Russ Butcher from The Church at the Grove
- 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. AGENDA APPROVAL** – Council Member McClanahan motioned to approve the agenda. Council Member Miles seconded. Motion carried unanimously.
- VI. SWEARING IN** – Lynn Heard, City Clerk Affirmed
- VII. CONSENT AGENDA** – Council Member McClanahan motioned to approve the consent agenda; Council Member Miles seconded. Motion carried unanimously.
 - 1. MINUTES**
 - a. November 14, 2024
 - b. December 5, 2024
 - 2. FINANCIALS**
- VIII. COMMITTEE REPORT - DDA** had no new business to report.
- IX. PLANNING & ZONING REPORT** – Mayor Moncrief read the updated zoning report submitted by Joe Walter.
- X. The LIBRARY REPORT was given by Dana Seger.**
- XI. PUBLIC COMMENT** – **No comments.**
- XII. OLD BUSINESS**
 1. Church of the Grove Expansion – Church of the Grove Expansion architectural materials have not been approved by Council members. The church expansion building materials will be discussed at the next Council Work Session on January 16, 2024. Mayor Moncrief asked that the Council members be given the information about materials to be used by January 10th. Mayor Moncrief will

contact the builder and architect of the project to set up a meeting before January 10th for further discussion and possibilities.

2. GEFA Loan Package – Council Agreement & Approval - Council Member Miles made a motion to agree to the proposed GEFA Loan and approve Mayor Moncrief to follow through with completing the GEFA Loan documents for submission. Council Member McClanahan seconded. Motion carried unanimously.
3. HB 581 – Mayor Moncrief will be attending a meeting on December 18th where the topic of discussion will be HB 581. This information will be shared with Council. In the meantime, three public hearings will be scheduled and advertised to prepare for a final decision on this matter: opt in or out. The three public hearings will be held consecutively at the January 2024 work session, council meeting and at the February work session.
4. 2025 Calendar - Council Member Davis motioned to approve the final 2025 Calendar of Council Meetings & Work Session, Council Member Miles seconded. Motion carried unanimously.
5. IWORQ Software Program for Public Works, Code Enforcement, permitting – Three options were discussed: 3-year, 2-year, or 1-year contracts. Each year’s cost would be \$4,000 but depending on the number of years in the contract, the set-up fee would be different. Council Member Davis motioned to approve going with the 3-year contract for software programs for Code Enforcement, Public Works, & Permitting, with no cost for the set-up fee. Council member Miles seconded. Motion was not unanimously Council Members Miles, Davis & McClanahan voted in favor, Council Member Pilgrim voted against. Motion passed 3-1.
6. Walnut Grove Commercial Office Site Development Plan – Council Member Miles recused herself from the discussion and exited the forum. Council Member Davis motioned to approve the architectural design and materials to be used for the Commercial Office Site Development Plan, Council Member McClanahan seconded. Motion carried unanimously.

XIII. NEW BUSINESS

XIV. REPORTS

1. Public Works – See attached

2. City Clerk
3. Code Enforcement – Code Enforcement Office
4. Mayor – Thankful for new City Clerk, looking forward to the New Year and finding citizens to fill positions on DDA and P&Z, looking forward resolving stormwater issue in Magnolia Springs, and looking forward to time with family and friends.

XV. TOWN HALL – No Comments

XVI. COUNCIL COMMENTS – Members of Council are thankful for many things and people and looking forward to the Holidays.

XVII. EXECUTIVE SESSION - None

XVIII. ADJOURN – Council Member Miles made a motion to adjourn the meeting, Council Member McClanahan seconded, motion carried unanimously.