

**CITY OF METTER
REGULAR MEETING
MONDAY, NOVEMBER 10, 2025
5:30 P.M.**

A regular meeting of city council was held on Monday, November 10, 2025, at 5:30 p.m. in the Council Chambers at City Hall.

Attending the meeting were the following officials:

Mayor Edwin O. Boyd
Councilwoman Chyrileen Kilcrease
Councilman Gregg Stewart
Councilman James McKie
Councilwoman Rashida Taylor
Councilwoman Victoria Gaitten
City Manager Scott Wood
City Attorney Brent Carter
City Clerk Angie Conner
Police Chief McKinley Lewis
Public Works Director Cliff Hendrix
Fire Chief Jason Douglas
HR-Purchasing Manager Missy Edenfield
Finance Manager Cindy Collins
Planning Director Teresa Concannon

GUESTS

Frank D'Arcangelo – DPR Architecture
Debbie and Chad Wallace – Metter Animal Shelter
Kris – Metter Police Department
Amy Harrison – Downtown Development Authority
Taylor Crosby – Metter Advertiser
Juanita Samples
Keith Aldrich
Lexi Rigdon
Gabe Cliett
Tim Spencer
Jana Sasser
Laura Hoover
Mac Brown
Tara Jeffers
Tim Coleman
Others

CALL TO ORDER AND WELCOME

Mayor Boyd called the meeting to order and welcomed everyone.

PLEDGE OF ALLEGIANCE

Councilwoman Gaitten led the Pledge of Allegiance.

INVOCATION

City Manager Scott Wood gave the invocation.

APPROVAL OF AGENDA

Councilwoman Kilcrease made a motion to approve the agenda. Councilman McKie seconded the motion, and the vote was unanimous.

APPROVAL OF MINUTES

Councilwoman Kilcrease made a motion to approve the following minutes:

- a) Regular Meeting, Monday, October 13, 2025, 5:30 p.m.

Councilman McKie seconded the motion, and the vote was unanimous.

PRESENTATIONS

Frank D'Arcangelo – Revised Fire Station Plans

Mr. D'Arcangelo gave an update on the revised plans for the new fire station. The building is a little more than 13,000 sq. feet. It will be a two-story building with brick on two sides (Lewis Street and Vertia Street). The NAPA side will be concrete and the back metal. Mr. Wood informed council that the project is within budget, and we should be able to start after the first of the year. We are currently working on the bonding.

Jana Sasser - City Manager Hiring Process, Zoning and Zoning Ordinance Update, and DRIs and Development Impact Analysis

Mrs. Jana Sasser addressed council regarding the following:

1. The Candler County Commission gave the citizens opportunity to participate in the hiring of the county manager. She asked the council to do the same during the hiring process of the city manager. She asked them to consider having a meet and greet so that the public could ask questions.
2. We need updates on the zoning in general and the proposed new zoning ordinance. Ms. Concannon said that the city can schedule open house sessions.

Ms. Concannon said that it has not been discussed with the Planning Commission at this time. Mrs. Sasser reminded the council that the ordinance has been drafted since November 12th of last year and she thought it would be more of a priority. Mayor Boyd agreed that public meetings and workshops need to be scheduled.

3. Mrs. Sasser discussed the Central Station Development. She said that she assumes that the response to the county is the response to the citizens. She also assumed that the strategies listed are the overall strategies. Do we know what is required to support that growth? Have we performed any financial metric exercises?

Councilwoman Taylor said that council would review with the city attorney regarding citizen participation with the hiring process. She said there could be a conflict for applicants that are still working. Councilwoman Gaitten stated that the top three candidates can be made public.

Councilwoman Taylor said that the updating of the zoning is one of her priorities. She also commented that the DRI looks at all the data. Two housing studies have been done.

OLD BUSINESS

No old business.

NEW BUSINESS

Bid Approval Metter Ford

Councilwoman Kilcrease made a motion to approve a bid from Metter Ford in the amount of Fifty-six thousand, five hundred fifty-eight dollars and fourteen cents (\$56,558.14) for the purchase of a 2026 Ford F150 for the Metter Police Department. Councilman McKie seconded the motion, and the vote was unanimous.

This purchase is included in the FY 26 General Fund budget. It will be a GMA lease purchase. Lease payments will be included in the FY 27 budget using funds from the General Fund operating budget.

Bid Approval Metter Ford

Councilman McKie made a motion to approve a bid from Metter Ford in the amount of fifty-nine thousand, four hundred, forty dollars and fourteen cents (\$59,440.14) for the purchase of a 2026 Ford Explorer for the Metter Police Department. Councilwoman Kilcrease seconded the motion, and the vote was unanimous.

At a recent Chiefs training, Chief Lewis won an emergency equipment package that will be used for this purchase. The GBI has agreed to pay for the remaining cost to purchase and have the emergency equipment installed. The total net cost to the city for this purchase will be forty-six thousand, five hundred, thirty-five dollars. (\$46,535.00). This purchase is included in the FY 26 General Fund budget. It will be a GMA lease purchase.

Lease payments will be included in the FY 27 budget using funds from the General Fund operating budget.

Resolution Amending the 2025 Fiscal Year General Fund Budget

Councilman McKie made a motion to approve a Resolution to adopt the first amendment to 2025 Fiscal Year Budget for the General Fund of the City of Metter, Georgia; appropriating the amounts shown in each budget as expenditures/expenses; adopting the several items of revenue anticipations; prohibiting expenditures or expenses from exceeding the actual funding appropriated. Councilwoman Taylor seconded the motion, and the vote was unanimous.

Resolution Amending the 2026 Fiscal Year General Fund Budget

Councilwoman Kilcrease made a motion to approve a Resolution to adopt the first amendment to the 2026 Fiscal Year Budget for the General Fund of the City of Metter, Georgia; appropriating the amounts shown in each budget as expenditures/ expenses; adopting the several items of revenue anticipations; prohibiting expenditures or expenses from exceeding the actual funding appropriated. Councilman McKie seconded the motion, and the vote was unanimous.

Language Access Plan

Councilwoman Kilcrease made a motion to adopt an updated Language Access Plan for the City of Metter, Georgia Community Improvement Department October 2025 to satisfy special condition #1 for the Georgia Department of Community Affairs Community Development Block Grant (CDBG) Project No. 25p-x-021-2-6800. Councilman McKie seconded the motion, and the vote was unanimous.

Special Event Alcohol Permit

Councilman McKie made a motion to approve a Special Event Alcohol Permit Application applied for by Timothy Coleman for Burlap and Lace Market and Coffee Bar located at 10 N. Lewis Street for a paint party on Thursday, November 13, 2025. Councilwoman Kilcrease seconded the motion, and the vote was unanimous.

OTHER BUSINESS FROM COUNCIL

Councilwoman Gaitten had concerns regarding the following:

1. Animal Shelter policies and procedures. There are no set timelines for keeping animals. She said that she asked for a copy of the policies and procedures. Also, staff have asked for updates. Do we need a workshop on this? Council agreed for animal shelter staff and Chief Lewis to present their updates for council to review.

2. Asking the Sheriff's office to give us the presentation that community members have seen. Councilwoman Gaitten said that she thinks city council should see what was presented to the community.
3. The Homestead exception council has already approved in previous months but later found out that it needed to be approved by Georgia House of Representatives. She said that council voted on this back in 2024. City Attorney Brent Carter said that it will have to go before the General Assembly, and they are not in session right now. He said that he has been in contact with Billy Hickman regarding this issue.
4. Status on our Economic Development. Councilwoman Gaitten asked if we are going without a director and are we paying Jasmine Sandifer for her extra responsibilities?
5. Alcohol Ordinance updating. This is regarding selling alcohol in to-go cups. Councilwoman Kilcrease said that she looked on the state website and there are a lot of regulations. Councilman Stewart said that it has already been approved by the state. Council agreed to place this on the next agenda.
6. Presenting our hiring process to the community for the City Manager position.
7. The recent DRI and future planning. Councilwoman Gaitten said that she has similar questions regarding this matter as Mrs. Sasser. There are more houses on this development than the other one. We need to schedule a workshop on this.
8. Discussion about Public Works moving forward with the retirement of the department head. How are we moving forward with Cliff Hendrix's retirement? What is the status on the pond dam? Mr. Wood stated that the pond dam repairs are scheduled for mid-December.

DEPARTMENTAL REPORTS

Written reports were placed in the agenda packets for council to review.

CITY MANGER'S REPORT

Mr. Wood reported that James McCray will serve as Acting Public Works Director upon Mr. Hendrix's retirement on November 27, 2025. Mr. McCray has been with the city for eighteen ½ years.

MAYOR'S REPORT

Mayor Boyd congratulated Councilwoman Taylor on winning the election for mayor and the two new council people. He thanked Mrs. Sasser for her concerns and point of view.

EXECUTIVE SESSION

Councilwoman Kilcrease made a motion to go into executive session regarding personnel, pursuant to O.C.G.A. 50-14-2(1) at 6:35 p.m. Councilwoman Taylor seconded the motion, and the vote was unanimous.

Regular Meeting, November 10, 2025

After the discussion was complete, Councilwoman Kilcrease made a motion to reopen the regular meeting at 7:45 p.m. Councilman McKie seconded the motion, and the vote was unanimous.

ADJOURNMENT

After no further discussion, Councilwoman Kilcrease made a motion to adjourn the meeting at 7:45 p.m. Councilman McKie seconded the motion, and the vote was unanimous.

Angie Conner, City Clerk