

CITY OF SANTA CLAUS COUNCIL MEETING
October 21, 2025
AGENDA

7:00 – PM – CALL MEETING TO ORDER ROLL CALL

- PLEDGE OF ALLEGIANCE
- READING OF MINUTES/APPROVAL OF THE MINUTES
- COMMENTS/PUBLIC ISSUES
- FINANCIAL REPORT (Hand out)

1. COUNCIL AGENDA /ISSUES/WORK UPDATES:

GARDEN - Brenda Sells - Updates?

PARK - Monte Powell - Updates? Lights?

COMMUNITY CENTER - Update?

ROADS AND APPEARANCE - Update? UTV?

2. OLD BUSINESS:

- Fernando delivered the bench for the garden. Luis has moved the bench from the front area to where the damaged bench was and put the repaired one in its place in the front.
- The locks have been put on the gates at the lift station and I've gotten a copy of the key to Darel and Sue has one in the office. I've also put the new tarp over the spare pump.
- Lyons has switched over to Allgreen Services. I didn't see an actual contract with Republic but we do have a letter that appears to be a service agreement for a year. Typically, towards the end of the year if they intend to increase their fee they'll inform us. Do you want to wait to see if an increase happens or go ahead and find out what Allgreens fees are?
- Lesley Taylor, with Gilbert Jones & Associates, came and assisted us with getting a list of vendors that we need a W9 form from to provide a 1099 for tax purposes. A list was given to Sue along with the W9 form so she can go ahead and acquire the information so we'll be prepared. We'll run the list again at the end of the year in case we have anyone new that we'll still need to get information from.

3. NEW BUSINESS:

- October 9th, I signed the last remaining item for our state representative (Sharve' Tankersley) for the Cat Z (management/administrative cost). That will complete our FEMA projects. Once we have received the payment, I will contact ER Assist to request a copy of all the documents submitted by them on our behalf. **It was mentioned that we have to retain all documents for 3 yrs. for FEMA and 5 yrs. for the state.** These documents can be either digital or hard copy.
- I have contacted and gotten The Tillery Firm started on proceeding with getting the issues resolved concerning Mr. Duerfeldt. I was informed they have looked at our ordinances, etc. and we can go ahead with getting the property cleared. Do you have any suggestions for anyone that might be interested in the job? We need to have something done as the grass is extremely high on the right of way and will affect us doing the luminaries at Christmas.
- Luis Nino has pressure washed the fence around the garden area and over by the store. It was brought to my attention by Sue that we should probably get the front and porch area of the Community Center as well. So, I've asked Luis to go ahead and pressure it also.

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- Clarence Pittman has pressure washed the Gift Shop and repaired/repainted the rails and the porch area for it also. While he was cleaning the roof he noticed that it should probably be repainted to prevent any future damage. I've instructed him to go ahead with painting it. While Eddie was working down at the park, he noticed the little bridge in the park had some rotten/broken boards. I asked Clarence to repair it also to avoid anyone getting hurt from walking on it. He has completed all the projects with the exception of painting the roof which he intends to do soon.
- Sunday, October 12th Mike Heath contacted me concerning his daughter-in-law having hit and knocked down the right-side entrance column on Reindeer St. Eddie contacted Wade to see about putting the blocks back up. Thankfully they didn't appear to be damaged. We decided rather than putting the solar lights back up and since we already have the columns wired, go ahead and have Wade swap out the lights with electric ones. I ordered and we have received the lights with bases. Eddie will contact Wade to install those also. The fence was broken and damaged but Mike purchased the replacement and I've contacted Luis about putting it up. I discussed with Mike that we will go ahead and pay the necessary invoices and then submit one itemized invoice for them to reimburse the city. Vince Meadows has inquired about what we intend to do with the solar lights that we're removing. Do you have any recommendations?
- Sue has mentioned that the ceiling fans in the Gift Shop need addressing. I noticed that the blades are very bowed, not sure whether the fans work or not. I noticed there are 3 lights in the museum section that need replacing (spot light bulbs). I also noticed that there appeared to be 2 other lights in the gift shop area that either aren't working or bulbs blown in there also. Do we need to replace the fans or should we replace them with better lighting?
- September 24th, I received information from Carol {Southard} Stone with DCA (Georgia Department Community Affairs) concerning things we needed to do to proceed with applying for the CDBG grant next year in April. Sue and myself have put notices in the paper, mailed and emailed RFPs (Request for Proposals) to both Engineers and Grant Writers obtained from a list provided by Carol. We've placed a notice on our bulletin board and website. And I've also submitted a request on the Georgia Procurement website for Engineers. Once the phase is through she'll help instruct me on our next steps.
- It's getting close to our Annual Tree Lighting. We need to get our new banners hung. Can we maybe reach out to Chad Edge to see if maybe he can use his bucket truck to assist us?
- I've submitted the estimates to ER Assist from both Chad Edge (clear trees behind park area that affect the water line) and Darel Corley (repair any damage done due to the clearing). They will work on trying to get a grant through GEMA to get this done. They are also still in the process of getting a grant to get us a generator installed behind City Hall for it and the water pump.
- Shea and I were able to successfully get our Quarterly Reports submitted electronically. We had one hiccup in that the date Quickbooks prefilled for the withdrawal fell on a holiday. Apparently, the IRS doesn't receive the submissions, even electronically, if it falls on a weekend or holiday. I made a note on the instructions concerning it.

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- I've attended the 2 previous meetings for the Toombs County Hazard Mitigation Plan Update ... August 28th and September 24th. The last meeting is this Thursday, October 23rd. The purpose is to assess the risk from natural and man-made hazards and to identify actions that may be taken in advance to reduce long-term risk to people and property. At our last meeting I talked to C.J. Worden with ER Assist about CodeRED. It is a nationwide emergency alert system that delivers real-time updates from local public safety officials. He's gotten the boundary shape for Santa Claus for it and will get with me to discuss it in more detail.
- I've set up our messaging notification system and sent out a text message explaining the system and requested for the residents that received the text to reply back. I've received some confirmations back. I'm keeping a notice of those that we have received and I've asked Sue to reach out to the remaining ones. I'd like to try and ensure we get some form of notification method for each household. Whether they would like text, email or will need a phone call notification. Once we get everything set up I will create some instructions for our training book and also train Sue on how to add, edit and send messages also. She will need to enter information for any new residents and remove those that leave. This will be best done as they get their water turned on/off. I'm hoping that we can update and respond to residents in a timely manner rather than having to send letters via mail. Especially since it has gotten to where it's not very dependable.
- We received our Water System Permit from Georgia EPD and I've put the copy in our contracts book and sent a copy also to Tindall. The permit is good from 10/09/25 thru 08/14/27.
- We received the funds for the 2026 LMIG grant which was for \$5013.02. According to our rep Jeremy Barwick we should be able to apply for another 2-3 years to get some of the money reimbursed since we had our roads resurfaced. I emailed him the completion form with the invoice from Sikes for resurfacing the streets. This year I submitted the grant using Reindeer St. and I'll pick other streets for the future grants.
- We've had to request information from the Toombs County Tax Office to send to Harris Local Gov Computer, so they can get our yearly taxes completed. Not sure why we haven't received the Toombs County Tax Digest yet as we received it in August last year...
- We had submitted on our budget for a LOST funds project to repair/replace the handicap fence at the garden. While we have Clarence working, should we check with him to see if he can maybe put us up some wood gates in place of the plastic ones and if so, get an estimate ... or should we wait until later? And I also noticed that we should probably get some kind of steps for our photo board. Maybe get some concrete ones that we won't have to worry about the upkeep and them getting rotten due to the rain/weather?