



Minutes
City Council Work Session
January 9th, 2024
6:30pm

Baldwin PD Training Center, 155 Willingham Avenue, Baldwin, GA 30511

Mayor Stephanie Almagno, Council Member Erik Keith, Council Member Maarten Venter, and Council Member Alice Venter were all in attendance.

The work session was originally slated to be in the Police Department Training Center due to Municipal Court, but the Courtroom was available, so Mayor Almagno moved the meeting to the Courtroom.

Call Meeting to Order

Mayor Almagno called the meeting to order at 6:30 pm.

Swearing in of Erik Keith, Joseph Satterfield, and Kerri Davis

Mayor Almagno swore in Erik Keith, Joseph Satterfield, and Kerri Davis for Posts 1, 2, and 3 respectively. Keith, Satterfield, and Davis each made a brief statement before joining the rest of Council at the dais.

Public Hearing

Old Business

New Business

1. Council Meeting Procedures

CAO Emily Woodmaster addressed Council with current council meeting procedures, which were established in July 2018. She stated that with three new council members and with five years having passed, it's a good time to review proceedings to ensure they are clear and concise. Woodmaster reviewed the official order of business, describing each item that appears on the agendas.

Mayor Almagno stated she was interested in changing "Citizens' Comments" to "Public Comment" to ensure business owners or others with vested interests in Baldwin feel comfortable in addressing Council. She also stated that she would like to see some formality in how residents and business owners address Council. Woodmaster stated that while there is a document to request a spot on the agenda, a formal policy can be instituted to both be on the agenda with a time limit. Utilizing Habersham County's format was discussed, which would allow five minutes for those who signed up ahead of time and three minutes for "walk ins."

Woodmaster encouraged Council to read through the remainder of the procedures document, and that the meeting procedures can be reauthorized as they are or changes can be made at Council's request.

2. Qualifying Fees

Qualifying fees must be adopted by February 1st of an election year. While the next general election isn't until 2025 and no action nor decision is required at this time, Council should expect to set the qualifying fees in December 2024 or January 2025. The general elections ordinance summarizes every position on Council, any positions up for reelection, and the qualifying fees for all posts. Historically, Baldwin qualifying fees have been \$35.00 for all positions, however, the fee may change should Council decide to do so. Baldwin has contracted Habersham County to oversee elections, and the City pays an annual fee per election cycle to the County to serve as our election superintendent.

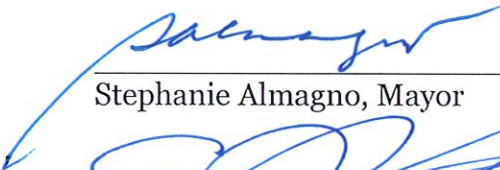
Woodmaster stated that should Council desire, staff can research neighboring municipalities' qualifying fees to see how Baldwin compares.

Announcement

- a. City Offices will be closed on Monday, January 15th, in observance of Martin Luther King, Jr. Day.

Adjournment

Action: A motion was made by Maarten Venter to adjourn the meeting with a second by Erik Keith. Motion Carried 5-0 at 7:00 pm.


Stephanie Almagno, Mayor

1/16/2024
Date Approved by Council


Erin Gathercoal, City Clerk

