

**CITY OF EAST ELLIJAY**  
**COUNCIL MEETING MINUTES**  
**FEBRUARY 21, 2024**

THE EAST ELLIJAY CITY COUNCIL CONVENED A COUNCIL MEETING ON FEBRUARY 21, 2024 AT EAST ELLIJAY CITY HALL.

**COUNCIL MEMBERS PRESENT:**

DON CALLIHAN, MAYOR  
CHRIS CALLIHAN, MAYOR PRO-TEM  
ED FORRESTER  
LINDA SMITH  
JAMES WATERS - ABSENT

**CITY OFFICERS IN ATTENDANCE:**

PETRINA PRITCHETT- CITY CLERK  
JACQUE HEFNER – ASSISTANT CLERK - ABSENT  
VALERIE CRUMP – COURT CLERK - ABSENT  
LARRY CALLAHAN – PUBLIC SAFETY DIRECTOR - ABSENT  
JAXON WEST – CODE ENFORCEMENT OFFICER  
KENNY BARNEYCASTLE – STREET DEPARTMENT MANAGER - ABSENT

**CALL TO ORDER:**

THE MEETING WAS CALLED TO ORDER AT 1:00 P.M. BY MAYOR DON CALLIHAN.

**1. APPROVAL OF AGENDA**

COUNCIL UNANIMOUSLY APPROVED THE AGENDA FOR THIS MEETING UPON A MOTION BY ED FORRESTER AND A SECOND BY CHRIS CALLIHAN.

**2. APPROVAL OF MINUTES**

COUNCIL REVIEWED AND UNANIMOUSLY APPROVED THE MINUTES FOR THE LAST MEETING HELD ON JANUARY 17, 2024.

MOTION: ED FORRESTER

SECOND: LINDA SMITH

**3. NEW BUSINESS**

**A- PUBLIC HEARING – RESOLUTION 2024-02 – MORATORIUM ON APPLICATION FOR PLATS OF SUBDIVISIONS**  
MAYOR CALLIHAN CALLED THE PUBLIC HEARING TO ORDER REGARDING THE MORATORIUM ON APPLICATION FOR PLATS OF SUBDIVISIONS. THERE WAS NO PUBLIC COMMENTS CONCERNING THIS ITEM OF BUSINESS. SO, MAYOR CALLIHAN CALLED TO ADJOURN THE PUBLIC HEARING.

MOTION: ED FORRESTER

SECOND: CHRIS CALLIHAN

**B- REVIEW/ACTION – RESOLUTION 2024-02**

COUNCIL REVIEWED, DISCUSSED, AND UNANIMOUSLY APPROVED ORDINANCE 2024-02 REGARDING THE MORATORIUM ON APPLICATION FOR PLATS OF SUBDIVISIONS.

MOTION: CHRIS CALLIHAN

SECOND: LINDA SMITH

**C- REVIEW/ACTION – FINANCIAL REPORTS FOR JANUARY 2024**

COUNCIL REVIEWED, DISCUSSED, AND UNANIMOUSLY APPROVED THE FINANCIAL REPORTS FOR THE MONTH OF JANUARY 2024.

MOTION: ED FORRESTER

SECOND: CHRIS CALLIHAN

**D- REVIEW/ACTION – NEW BUSINESS LICENSES**

COUNCIL REVIEWED AND UNANIMOUSLY APPROVED THE BUSINESS LICENSES AS PER THE ATTACHED MEMO FROM STAFF MEMBER JACQUE HEFNER.

MOTION: LINDA SMITH

SECOND: ED FORRESTER

**E. REVIEW/ACTION – APPROVAL OF INVOICE FROM JC GENERAL CONTRACTING**

COUNCIL REVIEWED AND UNANIMOUSLY APPROVED THE INVOICE FROM JC GENERAL CONTRACTING.

MOTION: CHRIS CALLIHAN

SECOND: LINDA SMITH

**F. REVIEW/ACTION – PURCHASING POLICY**

COUNCIL REVIEWED AND UNANIMOUSLY APPROVED THE PURCHASING POLICY FOR THE CITY.

MOTION: CHRIS CALLIHAN

SECOND: LINDA SMITH

**G. REVIEW/ACTION – REVISED EMPLOYEE HANDBOOK**

COUNCIL REVIEWED AND UNANIMOUSLY APPROVED THE REVISIONS TO THE EMPLOYEE HANDBOOK.

MOTION: LINDA SMITH

SECOND: CHRIS CALLIHAN

4. **OLD BUSINESS**

5. **MAYORS REPORT**

A. THE CITY DIDN'T OPEN THE CD AT OZK BECAUSE RATE AND TIME PERIOD CHANGED FROM 13 MONTH @ 5.20%. RESOLUTION 2024-01 VOIDED

B. RENEWED EDWARD JONES CD 18-MONTH @4.75% \$207,000

6. **COMMITTEE MEMBERS & DEPARTMENT HEADS**

A. PUBLIC SAFETY REPORT – LARRY CALLAHAN

SEE ATTACHED MONTHLY ACTIVITY REPORT FROM THE POLICE DEPARTMENT AND THE CITY PLANNING DEPARTMENT.

7. **CITIZEN INPUT**

8. **EXECUTIVE SESSION**

**ADJOURNMENT**

MOTION TO ADJOURN AT 1:11 P.M.

MOTION: ED FORRESTER

SECOND: CHRIS CALLIHAN

  
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DON CALLIHAN, MAYOR

  
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PETRINA PRITCHETT, CITY CLERK