

**MINUTES FOR THE REGULAR BUSINESS MEETING OF THE WHITFIELD COUNTY BOARD OF COMMISSIONERS HELD MONDAY, JULY 13, 2015, AT 6:00 P.M. IN THE ADMINISTRATIVE BUILDING #2, 214 W. KING STREET**

**REGULAR BUSINESS MEETING**

The Chairman called the meeting to order.  
Pledge of allegiance to the Flag  
Roll call to determine quorum

**The following members were present:**

Mike Babb, Chairman  
Harold Brooker, Vice Chairman  
Lynn Laughter, Member  
Roger Crossen, Member  
Barry W. Robbins, Member

**Others Present:**

Mark Gibson, County Administrator  
Citizens  
Department Heads  
Press

**Motion was made by Commissioner Crossen and seconded by Commissioner Brooker to amend the agenda. The motion was approved 4-0.**

**6 items were added from the potential additional items; (1. Public Works – TSPLOST Project 5.8K, 2. District Attorney’s Office a. MCCI Contract b. SPCR FY 2016 Contract, 3. Resolution – CHIP Policies and Procedures, 4. Resolution – SPLOST Bond, 5. Engineering – TSPLOST Project 3.12 Change Order No. 2, 6. Public Works – Intergovernmental Agreement with Dalton Utilities (Utility Patching)**

**Motion was then made by Commissioner Crossen and seconded by Commissioner Brooker to approve the amended agenda. The motion was approved 4-0, with Commissioners Robbins, Laughter, Brooker and Crossen in agreement. Approval of the agenda was unanimous.**

**Mr. Dalton Dunbar was named the Whitfield County Employee of the Month for May 2015. Mr. Dunbar works in the 911 Call Center.**

**PUBLIC HEARING**

Chairman Babb called for a Public Hearing to hear any comments or concerns the public may have regarding an application for a Malt Beverage License for Heera Express located at 2219 Abutment Road, Dalton, GA. No comments or concerns were expressed in the Public Hearing so Chairman Babb closed the hearing.

**APPROVAL OF MINUTES:** Motion was made by Commissioner Brooker and seconded by Commissioner Robbins to approve the Regular Business Meeting Minutes of June 8, 2015 and the Special Called Meeting Minutes of June 15, 2015. The motion was approved 4-0, with Commissioners Crossen, Laughter, Brooker and Robbins in agreement.

**FOR CONSIDERATION**

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1. **Malt Beverage License – Heera Express:** Motion was made by Commissioner Brooker and seconded by Commissioner Crossen to approve the Malt Beverage License for Heera Express located at 2219 Abutment Rd, Dalton GA. The motion was approved 4-0, with Commissioners Brooker, Laughter, Crossen and Robbins in agreement.
2. **City of Varnell Annexation Request – 11-229-03-025:** Motion was made by Commissioner Crossen and seconded by Commissioner Robbins for no land use classification objection to the City of Varnell concerning tax parcel number 11-229-03-025. For this parcel the City of Varnell proposed a zoning change from County R-2 to Varnell R-1. The motion was approved 4-0, with Commissioners Brooker, Laughter, Robbins and Crossen in agreement.
3. **EMA - Adoption of Hazard Mitigation Plan:** Motion was made by Commissioner Laughter and seconded by Commissioner Brooker to approve and accept the 2017 Hazard Mitigation Grant from GEMA/Homeland Security for the update of the Hazard Mitigation Plan. The Whitfield County Multi-Jurisdictional Hazard Mitigation Plan was last updated and approved by FEMA in 2012. The plan has to be updated every five years. This grant is designated for the update of the plan to meet the federal requirements of the Disaster Mitigation Act of 2000 and will be the County's 2017 update. This will be a reimbursable grant of \$32,000.00. The motion was approved 4-0, with Commissioners Brooker, Robbins, Crossen and Laughter in agreement.
4. **EMA - Hazard Mitigation Plan Consultant Contract:** Motion was made by Commissioner Robbins and seconded by Commissioner Crossen to approve and accept the contract with North Georgia Consulting Group, LLC for the 2017 update of the Hazard Mitigation Plan in the amount of \$24,000.00. This contract is for professional services with North Georgia Consulting Group, LLC to assist in updating and submitting the County's Hazard Mitigation Plan update to FEMA. The contract will be totally grant funded by the Hazard Mitigation Grant and covers 100% of the cost in the amount of \$24,000.00 which per federal guidelines the local cost share is \$4,800.00 in cash or in kind services and will be matched with in-kind services. The total contract price for North Georgia Consulting Group, LLC of \$24,000.00 will be paid in six equal installments. The motion was approved 4-0, with Commissioners Brooker, Robbins, Crossen and Laughter in agreement.
5. **EMA - Adoption of Hazard Mitigation Plan Proclamation:** Motion was made by Commissioner Robbins and seconded by Commissioner Brooker to approve the Hazard Mitigation Plan Proclamation. This proclamation states that Whitfield County Emergency Management Agency, in conjunction with the Georgia Emergency Management Agency, will assemble a community-based planning team, compromised of public and private sector representatives, to develop a Hazard Mitigation Plan for approval by the Whitfield County Board of Commissioners, prior to the prescribed by deadline. The motion was approved 4-0, with Commissioners Brooker, Robbins, Crossen and Laughter in agreement.
6. **May 2015 Financial Statements:** Motion was made by Commissioner Brooker and seconded by Commissioner Robbins to approve the May 2015 Financial Statements as presented by Finance Director, Alicia Vaughn. In discussion, Mrs. Vaughn reported that

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Local Option Sales Tax for May 2015 is \$859,595. The Local Option Sales Tax percentage for 2015 will be 63.752%. The Local Option Sales Tax for May 2015 show a decrease of 1.6% compared to Local Option Sales Tax Collections for May 2014; Local Option Sales Tax collections for May 2015 show a .4% increase from April 2015. Year to date Local Option Sales Tax collections of \$4,271,230 through May 2015 are down 3.0% compare to Year to Date 2014 collections, Year to date actual revenues of \$10,134,153 for May 2015 are over year to date projected revenue \$9,880,133 by 3%. Year to date actual expenditures of \$14,877,664 for May 2015 are less than year to date projected of \$16,483,492 by less than 12%. TAVT collections for May 2015 were \$172,323. The motion was approved 4-0, with Commissioners Crossen, Laughter, Brooker and Robbins in agreement. **(SEE EXHIBIT "A")**

7. **Sheriff's Office - Purchase of One (1) 2016 15 Seat Passenger Van:** Motion was made by Commissioner Robbins and seconded by Commissioner Crossen to approve the purchase of One (1) 2016 15 Seat Passenger Van from Brooker Ford in the amount of \$33,290.00. The Sheriff's Office received only one bid. It was the Sheriff's Office's recommendation to approve and accept the purchase of this vehicle from Brooker Ford at \$33,290.00. The motion was approved 4-0, with Commissioners Brooker, Laughter, Robbins and Crossen in agreement.
8. **Recreation Department – Declaration of Surplus Vehicle:** Motion was made by Commissioner Brooker and seconded by Commissioner Crossen to surplus a 1991 Jeep Cherokee and to be auctioned on Govdeals.com. The motion was approved 4-0, with Commissioners Brooker, Crossen, Robbins, and Laughter in agreement.
9. **Recreation Department – Edwards Park Football Bleachers Bid:** Motion was made by Commissioner Crossen and seconded by Commissioner Brooker to approve the low bid from American Bleacher Company for \$120,101.00. The funding will come from the SPLOST funds. The motion was approved 4-0, with Commissioners Brooker, Crossen, Robbins, and Laughter in agreement.
10. **Public Works Department – TSPLOST Project 5.8 K:** Motion was made by Commissioner Brooker and seconded by Commissioner Crossen to accept the bid from Old Castle Precast for \$ 69,261.48. Public Works requested proposals for the precast box culverts and miscellaneous material needed for the Beaverdale Road cross drain repair (5.8 K TSPLOST project). The motion was approved 4-0, with Commissioners Brooker, Crossen, Robbins and Laughter in agreement.
11. **Resolution – CHIP Policies and Procedures:** Motion was made by Commissioner Crossen and seconded by Commissioner Brooker to adopt the FY2014 Georgia Department of Community Affairs Community Home Improvement Program (CHIP) Resolution. Whitfield County has received a copy of the Policies and Procedures Manual for the State FY 2014 and will use it in conjunction with the County's already accepted program design based on the County's approved application under CHIP. The motion was approved 4-0, with Commissioners Brooker, Laughter, Robbins and Crossen in agreement. **(SEE EXHIBIT "B")**

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12. **Resolution – SPLOST Bond:** Motion was made by Commissioner Brooker and seconded by Commissioner Crossen to adopt the SPLOST Bond Resolution. A Resolution of the Board of Commissioners of Whitfield County to authorize the execution of an intergovernmental agreement contract between the City of Dalton, and to authorize the execution of the first amendment to the intergovernmental agreement contract amount the City of Dalton, the City of Cohutta, the City of Tunnel Hill and the City of Varnell. The motion was approved 4-0, with Commissioners Brooker, Laughter, Robbins and Crossen in agreement. **(SEE EXHIBIT “C”)**
13. **TSPLOST Project 3.12 – Change Order No. #2:** Motion was made by Commissioner Brooker and seconded by Commissioner Laughter to approve the change order for TSPLOST Project 3.12 in the amount of \$111,416.25. This change order addresses two locations on the Brooker Rd. Extension project (3.12). The first is the traffic signal at the N. Dalton Bypass to include a “flashing yellow” left turn arrow in the amount of \$6,200.00. The second location is the intersection of Dawnville Road and Pleasant Grove Dr. There will be a signal installed at that location, the cost will be \$105,216.25. The total of this change order request is \$111,416.25. Funding would come from the signal upgrades SPLOST category (Project 7.2). The work would be done under the current contract with NW GA Paving Co. The motion was approved 4-0, with Commissioners Brooker, Laughter, Crossen and Robbins in agreement.
14. **Intergovernmental Agreement with Dalton Utilities for Utility Patching:** Motion was made by Commissioner Crossen and seconded by Commissioner Laughter to approve an Intergovernmental Agreement between Dalton Utilities and Whitfield County for Utility Patching. This agreement states that Dalton Utilities can request Whitfield County Public Works to provide work for utility patch completion, emergency repair and shoulder work. Both parties agree that all work including labor, materials and equipment performed at the request of Dalton Utilities shall be the sole financial responsibility of Dalton Utilities. The motion was approved 4-0, with Commissioners Brooker, Laughter, Robbins and Crossen in agreement. **(SEE EXHIBIT “D”)**
15. **District Attorney – Contract with MCC Innovations:** Motion was made by Commissioner Robbins and seconded by Commissioner Crossen to approve the contract with MCCI in the amount of \$33,380.00. This is a contract for document imaging and storage system for the District Attorney’s office which will allow the DA’s office at some point in the future to go paperless or at a minimum have a digital copy on IT servers of all paper files. The contract is for 25 full users to licenses to Laserfiche, the core document storage imaging system already used by the County. The motion was approved 4-0, with Commissioners Brooker, Laughter, Crossen and Robbins in agreement.
16. **State Contract Extension for Personnel at DA’s Office:** Motion was made by Commissioner Robbins, Crossen and Chairman Babb to table the SPCR Contract FY 2016. Commissioners Brooker and Laughter were in agreement to approve the contract.

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Chairman Babb only votes in case of a tie. The motion was to table the contract was 3-2, with Commissioners Robbins, Crossen and Chairman Babb in agreement. Commissioners Brooker and Laughter voted in approval of the contract.

**PUBLIC COMMENT**

There were no public comments.

**Executive Session – Property Acquisition:** Motion was made by Commissioner Robbins and seconded by Commissioner Laughter to go into executive session to discuss Property Acquisition. The motion was approved 4-0, with Commissioners Crossen, Brooker, Robbins and Laughter in agreement. Present for the meeting were Chairman Mike Babb, Commissioners Robbins, Brooker, Crossen and Laughter, County Attorney Robert Smalley, County Engineer Kent Benson, County Administrator Mark Gibson, Recreation Director Brian Chastain and County Clerk Blanca Cardona.

Motion was then made by Commissioner Laughter and seconded by Commission Crossen to come out of Executive Session. The motion was approved 4-0, with Commissioners Robbins, Brooker, Laughter and Crossen in agreement.

**ADJOURN** Unanimous

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MIKE BABB, CHAIRMAN  
WHITFIELD COUNTY BOARD OF  
COMMISSIONERS

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BLANCA CARDONA, COUNTY CLERK

DATE: / /