

MINUTES FOR THE REGULAR BUSINESS MEETING OF THE WHITFIELD COUNTY BOARD OF COMMISSIONERS HELD MONDAY, JUNE 13, 2016, 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 (Absent)
Roger Crossen, Member
Barry W. Robbins, Member

Others Present:

Mark Gibson, County Administrator (Absent)
Citizens
Department Heads
Press

Motion was made by Commissioner Robbins and seconded by Commissioner Brooker to amend the agenda. The motion was approved 3-0, with Commissioners Robbins, Brooker and Crossen in agreement.

3 items were added from the potential additional items; (1. Finance – Resolution TAN 2016, 2. Engineering – Carbondale Business Park Grubbing Contract, 3. Re-appoint Nikki Robertson Dalton Whitfield Merit Board)

Motion was then made by Commissioner Robbins and seconded by Commissioner Brooker to approve the amended agenda. The motion was approved 3-0, with Commissioners Robbins, Brooker and Crossen in agreement. Approval of the agenda was unanimous.

Mr. Tommy Spurlock was named the Whitfield County Employee of the Month for April 2016. Mr. Spurlock works in the Sheriff's Office.

BOARD APPOINTMENTS

- 1. Re- Appointment to the Dalton-Whitfield Planning Commission:** Motion was made by Commissioner Crossen and seconded by Commissioner Robbins to re-appoint Todd Gavin to a four year term to expire July 2020. The motion was approved 3-0, with Commissioners Crossen, Brooker, and Robbins in agreement.

APPROVAL OF MINUTES: Motion was made by Commissioner Robbins and seconded by Commissioner Crossen to approve the Regular Business Meeting Minutes of May 9, 2016 and the May 28, 2016 Special Called Meeting Minutes. The motion was approved 3-0, with Commissioners Crossen, Brooker and Robbins in agreement.

FOR CONSIDERATION

- 1. Georgia Department of Community Affairs Administrative Services Contract Addendum:** Motion was made by Commissioner Brooker and seconded by Commissioner Crossen to approve the Administrative Services Contract Addendum. The DCA requires this addendum to each recipient of HOIME funds and each contractor or consultant providing administrative services to the recipient relating to the use and administration of those funds to ensure that the

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requirements of the HOME regulations are met. The Motion was approved 3-0, with Commissioner Brooker, Crossen, and Robbins in agreement. **(SEE EXHIBIT "A")**

2. **Resolution – CHIP Policies and Procedures:** Motion was made by Commissioner Crossen and seconded by Commissioner Brooker to adopt the Georgia Department of Community Affairs Policies and Procedures Manual for the State and will use it in conjunction with the County's already accepted program design based on the County's approved application. The motion was approved 3-0, with Commissioners Brooker, Robbins and Crossen in agreement. **(SEE EXHIBIT "B")**
3. **Fair Housing Plan:** Motion was made by Commissioner Brooker and seconded by Commissioner Crossen to approve the Dalton-Whitfield Community Development Corporation's Fair Housing Plan. The motion was approved 3-0, with Commissioners Brooker, Robbins and Crossen in agreement. **(SEE EXHIBIT "C")**
4. **TVA Contract:** Motion was made by Commissioner Crossen and seconded by Commissioner Robbins to authorize the County Administrator to sign the contract between the Tennessee Valley Authority and the Georgia State Historic Preservation Officer regarding the management of Historic properties affected by the Center Point-Moss Lake No.2 Transmission Line Project. The motion was approved 3-0, with Commissioners Brooker, Robbins and Crossen in agreement. **(SEE EXHIBIT "D")**
5. **E911 – Sungard CAD/GIS Mapping Software Contract:** Motion was made by Commissioner Brooker and seconded by Commissioner Crossen to enter into a contract with SunGard Public Sector for 911 for the cost of \$274,913, \$99,500 will come out of 911 Capital and \$175,413 will be funded by SPLOST funds. This is the final step in Whitfield County 911's goal of obtaining a new Computer Aided Dispatch and Integrated Mapping System for the 911 Communications Center. On May 9, 2016 SunGard was awarded the opportunity as a result of the Request for proposal process. The motion was approved 3-0, with Commissioners Brooker, Crossen and Robbins in agreement. **(SEE EXHIBIT "E")**
6. **EMA – Statewide Mutual Aid & Assistance Agreement:** Motion was made by Commissioner Robbins and seconded by Commissioner Crossen to accept the 2016 Statewide Mutual Aid & Assistance agreement. The Statewide Mutual Aid & Agreement is part of the Emergency Operations Plan, the agreement establishes procedures and other ground rules for counties and cities to help on another during a disaster. The previous mutual aid agreement was signed in 2012 and needs to be renewed every four years. The motion was approved 3-0 with Commissioners Crossen, Brooker and Robbins in agreement. **(SEE EXHIBIT "F")**
7. **Cisco Support Renewal:** Motion was made by Commissioner Brooker and seconded by Commissioner Crossen to award the Cisco support contract to Prosys for \$49,424.13. Cisco Support covers the hardware responsible for wired and wireless network communications as well as voice. This equipment is essential for daily operations. Every department is dependent on Cisco network equipment. The support has four hour replacement coverage for critical network and voice components and next day for less critical equipment. Licensing and technical support is included in this agreement. The IT Department reduced the coverage amount by purchasing network switch gear to cover several components instead of electing support. Prosys was the only responder to the RFP. The motion was approved 3-0, with Commissioners Brooker, Crossen and Robbins in agreement.

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8. **Tax Assessor – Vehicle Surplus:** Motion was made by Commissioner Robbins and seconded by Commissioner Brooker to approve the surplus of a 1999 Chevy suburban. Due to mechanical and safety issues this vehicle is no longer safe to be driven by County employees. The cost to repair the vehicle far exceeds the total value of the vehicle. The motion was approved, 3-0, with Commissioners Brooker, Robbins and Crossen in agreement.
9. **Superior Court - BJA JAG Grant:** Motion was made by Commissioner Brooker and seconded by Commissioner Crossen to announce an application being made for the FY2016 JAG Grant through BJA. The Conasauga Drug Court would like to apply for this grant in the amount of \$14,878. There is not a required County match for the grant funding and the money will be used for treatment for the drug court participants. The motion was approved 3-0, with Commissioners Brooker, Crossen and Robbins in agreement.
10. **Rezoning Recommendation:** Motion was made by Commissioner Crossen and seconded by Commissioner Brooker to approve the request of Greg Crider to rezone 10.97 acres from Low Density Single Family Residential (R-2) to Rural Residential (R-5; the subject property lies along the east R/W of Mt. Vernon Road, Tunnel hill, GA. The Planning Commission has recommended that the Board approve the rezoning. The motion was approved 3-0, with Commissioners Brooker, Robbins, and Crossen in agreement.
11. **City of Varnell Annexation Request – 11-263-01-181:** Motion was made by Commissioner Brooker and seconded by Commissioner Robbins for no land use classification objection to tax parcel number 11-263-01-181. For this parcel the City of Varnell proposed a zoning change from County R-2 to Varnell R-1. The motion was approved 3-0, with Commissioners Brooker, Robbins and Crossen in agreement.
12. **City of Varnell Annexation Request – 11-264-08-001:** Motion was made by Commissioner Brooker and seconded by Commissioner Robbins for no land use classification objection to tax parcel 11-264-08-001. The motion was approved 3-0 with Commissioners Brooker, Robbins and Crossen in agreement.
13. **April 2016 Financial Statements:** Motion was made by Commissioner Brooker and seconded by Commissioner Robbins to approve the April 2016 Financial Statements as presented by Finance Director, Alicia Vaughn. In discussion, Mrs. Vaughn reported that Local Option Sales Tax for April 2016 is \$815,093 the LOST percentage for 2016 is 63.752%. Local Option Sales Tax for April 2016 show an increase of 4.8% compared to Local Option Sales Tax Collections for April 2015; Local Option Sales Tax collections for April 2016 show 4.5% increase from March 2016. Year to date 2016 collections of \$3,312,898 are down 2.9% compared to year to date 2015 collections. Year to date actual revenues of \$8,609,998 for April 2016 are under year to date projected revenue \$8,608,043 by 1%. Year to date actual expenditures of \$12,253,760 April 2016 are under year to date projected of \$12,679,584 by 3%.TAVT collections for April 2016 were \$134,759. Bases on the year 2012 Collections on the old system the collections for TAVT through April 2016 are 11% higher under the new system. The motion was approved 3-0, with Commissioners Crossen, Brooker and Robbins in agreement. **(SEE EXHIBIT “G”)**
14. **Finance – 2015 Budget Amendment #5:** Motion was made by Commissioner Robbins and seconded by Commissioner Crossen to approve the 2015 budget amendment #5 as presented by the Finance Department. This is the final amendment for 2015. After all the adjustments have been made to the year ending December 31, 2015, this amendment will get the budget more in line with actual expenditures. Amendments to the Special revenue Funds and Capital Projects

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funds do not have any effect on the General Fund. The amendment decreases the General Fund budget by \$109,000. The motion was approved 3-0, with Commissioners Crossen, Brooker, and Robbins in agreement. **(SEE EXHIBIT "H")**

15. **Resolution – Tax Anticipation Note (TAN):** Motion was made by Commissioner Crossen seconded by Commissioner Brooker to approve the Tax Anticipation Note (TAN) Resolution to regulate and provide for the issuance of the Whitfield County General Obligation Tax Anticipation Note, Series 2016 in the Maximum principal amount of \$5,880,000. The bid was awarded to First Bank of Dalton. The motion was approved 4-0, with Chairman Babb, Commissioners Brooker, Robbins, and Crossen in agreement. Commissioner Robbins recused himself from the vote. **(SEE EXHIBIT "I")**
16. **Sheriff's Office Vehicle Purchase:** Motion was made by Commissioner Robbins and seconded by Commissioner Brooker to approve the purchase of a 2016 Ford ½ ton Crew Cab 4x4 pick-up truck from Brooker Ford bid for \$32,699. Brooker Ford is a local vendor and was the only responder to the bid. The motion was approved 3-0, with Commissioners Brooker, Crossen and Robbins in agreement.
17. **Sheriff's Office – Eight (8) Flashback HD in car video systems:** Motion was made by Commissioner Robbins and seconded by Commissioner Brooker to approve the purchase of eight (8) Flashback HD in car video systems from West Chatham Warning Devices Savannah GA for \$45,680.80. This purchase is being funded by the 2015 SPLOST that was approved by voters March 2015. The motion was approved 3-0, with Commissioners Brooker, Robbins and Crossen in agreement.
18. **Sheriff's Department – Installation & Equipment for Two (2) Ford Explorers:** Motion was made by Commissioner Robbins and seconded by Commissioner Brooker to approve the low bid of West Chatham Warning Devices Savannah GA for \$5,000. This will be for installation and equipment for two Ford Explorers. This purchase is being funded by the 2015 SPLOST that was approved by voters March 2015. The motion was approved 3-0, with Commissioners Brooker, Robbins and Crossen in agreement.
19. **Sheriff's Department – Installation & Equipment for Eight (8) 2016 Ford Taurus:** Motion was made by Commissioner Robbins and seconded by Commissioner Brooker to approve the low bid of West Chatham Warning Devices Savannah GA for \$39,200.00. This purchase will be for installation and equipment for eight Ford Taurus. This purchase is being funded by the 2015 SPLOST that was approved by voters March 2015. The motion was approved 3-0, with Commissioners Brooker, Robbins and Crossen in agreement.
20. **Public Works – Portable Solar Power Double Signal System:** Motion was approved by Commissioner Brooker and seconded by Commissioner Crossen to approve the purchase from Transafe Inc., for a Portable Solar Power Double Head Signal System for \$40,227.50. The motion was approved 3-0, with Commissioners Brooker, Robbins and Crossen in agreement.
21. **Engineer Department:** Motion was made by Commissioner Crossen and seconded by Commissioner Brooker to approve the contract with South East Mowing, LLC for \$575 per acre cleared at the Carbondale Business Park. This contract is to provide grubbing services in Carbondale Business Park in areas where timber was harvested in 2012. Stumps and remaining timber harvest residue have prevented mowing of the areas, and regrowth of trees has begun. The purpose of the grubbing is to eliminate the regrowth and grind up the stumps and residue to

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allow grass seed to be sown by a broadcast method. The areas can subsequently be mown by Public Works with existing tractors and rotary mowers. The project was advertised for four weeks and bids were taken on May 13. The low bidder is South East Mowing, LLC of Blountville, TN with a bid of \$575 per acre. There are approximately 85 acres of land to clear. The motion was approved 3-0, with Commissioners Brooker, Robbins and Crossen in agreement.

22. **Dalton-Whitfield Merit Board Re-Appointment:** Motion was made by Commissioner Crossen and seconded by Commissioner Robbins to re-appoint Nikki Robertson to a five year term to expire June 30, 2021. The motion was approved 3-0, with Commissioners Brooker, Robbins, and Crossen in agreement.

PUBLIC COMMENT

Mr. Daryl Long came before the Board to speak about the Magistrate Court Judges terms. Mr. Long would like the Board to look into staggering the terms of the Magistrate Court Judges. The Board let Mr. Long know that they would look into it.

ADJOURN Unanimous

MIKE BABB, CHAIRMAN
WHITFIELD COUNTY BOARD OF COMMISSIONERS

BLANCA CARDONA, COUNTY CLERK

DATE: / /