

MINUTES FOR THE REGULAR BUSINESS MEETING OF THE WHITFIELD COUNTY BOARD OF COMMISSIONERS HELD MONDAY, NOVEMBER 14, 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
Roger Crossen, Member
Barry W. Robbins, Member

Others Present:

Mark Gibson, County Administrator
County Attorney, Robert Smalley
Department Heads
Press
Citizens

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

3 items were added from the potential additional items; (1. RFP – Accounting Services, 2. Information Technology – Dalton Utilities Hosted Rack Contract, 3. E-911 Mobile CAD Hardware)

Motion was then made by Commissioner Brooker and seconded by Commissioner Crossen 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.

Ms. Angela Justus was named the Whitfield County Employee of the Month for September 2016. Ms. Justus works in the Human Resources Department.

APPROVAL OF MINUTES: Motion was made by Commissioner Crossen and seconded by Commissioner Brooker to approve the Regular Business Meeting Minutes of October 10, 2016, Work Session Minutes of October 24, 2016 and the Special Called Meeting Minutes of October 31, 2016. The motion was approved 4-0, with Commissioners Crossen, Brooker, Laughter and Robbins in agreement.

SPECIAL PRESENTATION

1. Carl Campbell from the Dalton-Whitfield Joint Development Authority came before the Board to give an Economic Update for Whitfield County. Campbell noted that companies are still inquiring about the lots at Carbondale Business Park. Campbell further noted that having the Carbondale Business Park keeps Whitfield County competitive and is great for drawing business to the area.

FOR CONSIDERATION

1. **Coroner Elect Greg Bates:** Motion was made by Commissioner Laughter and seconded by Commissioner Brooker to approve Mr. Bates request on two additional deputy coroners for the Coroner's office. State law allows the coroner one deputy when he takes office, Mr. Bates was elected during the May 24, 2016 primary election, current Coroner Bobbie Dixon is retiring. Mr. Bates also requested an additional deputy bringing the number to four deputies, at this time the Commissioners were not in the agreement with a fourth deputy, they suggested that Mr. Bates see how things go with three deputies and to revisit the topic at a later time. The motion was approved 3-1, with Commissioners Laughter, Brooker and Robbins in agreement. Commissioner Crossen was in dissent.

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2. **Engineering/MPO:** Motion was made by Commissioner Brooker and seconded by Commissioner Robbins to approve the request to the 5303 grant application. The Greater Dalton Metropolitan Planning Organization requests approval to submit the 5303 grant application to the Georgia Department of Transportation - the Section 5303 Metropolitan Planning Program. This is an annual grant which primarily funds the MPO. If awarded, the Section 5303 Metropolitan Planning Program would provide aid in the transportation planning process. The application is for a total of \$31,250.00. Out of that amount, the grant is 80% federally funded with a 10% match required from both the state and local governments. The required local match commitment is for \$3,125.00. The motion was approved 4-0, with Commissioners Brooker, Robbins, Laughter and Crossen in agreement. **(SEE EXHIBIT "A")**
3. **5311 Grant Application for FY2017 – Transit Department:** Motion was made by Commissioner Brooker and seconded by Commissioner Robbins to approve the Authorizing Resolution for the FY2018 Rural Public Transportation 5311 Grant. The application deadline for the FY2017 Rural Public Transportation 5311 grant for the Whitfield County Transit Department is November 30, 2016. The Authorizing Resolution is only a small portion of the application package, but it is the only item which must be formally adopted by the Board of Commissioners. The motion was approved 4-0, with Commissioners Laughter, Brooker, Robbins and Crossen in agreement. **(SEE EXHIBIT "B")**
4. **Homeland Security Grant:** Motion was made by Commissioner Crossen and seconded by Commissioner Laughter to approve and accept the FY 2016 Homeland Security Grant from GEMA in the amount of \$100,000. The agreement governs the use of the funding provided by Department of Homeland Security Grant to help build and enhance capabilities to prevent, protect against, respond to, and recover from terrorist attacks, major disasters, and other emergencies in accordance with the goals and objectives of the State Strategic Plan. These funds will be used to purchase a Rapid Communications Trailer (Rapid COMM). The unit will be equipped with a deployable radio tower, 700/800 MHz, VHF and UHF repeaters/mobile radio stations, generators, mobile satellite data/phone capabilities and will be able to interface with an existing gateway. This unit will respond locally, regional and statewide to events, incidents, and disasters. Whitfield County EMA would maintain the unit and deploy it whenever needed. This unit will support/enhance an established Special Operations Communications Team (Communications Unit) and Mobile Communications/Command Vehicle. This is a reimbursable grant that requires no match requirements. The motion was approved 4-0, with Commissioners Brooker, Laughter, Crossen and Robbins in agreement.
5. **C.E.R.T. Grant:** Motion was made by Commissioner Crossen and seconded by Commissioner Laughter to approve the C.E.R.T. Grant in the amount of \$6,000 from GEMA. The C.E.R.T grant is designed to enhance Whitfield County's preparedness for disasters or emergencies by funding the C.E.R.T. team training. The funding can only be used for items expressly approved by the State. The motion was approved 4-0, with Commissioners Brooker, Laughter, Crossen and Robbins in agreement.
6. **EMA– Vehicle Purchase:** Motion was made by Commissioner Crossen and seconded by Commissioner Robbins to approve the purchase of 1(one) 2017 Ford Explorer 4x4 from Brooker Ford in the amount of \$33,176. Two bids were submitted; Brooker Ford, \$33,176 and APR Automotive d/b/a Reed Nissan Clermont Company, \$33,458.00. The motion was approved 4-0, with Commissioners Brooker, Robbins, Crossen and Laughter in agreement.

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7. **911 – Mobile CAD Software Contract:** Motion was made by Commissioner Brooker and seconded by Commissioner Crossen to ratify the contract with SunGard for Mobile Computer Aided Dispatch (CAD) and Mobile Field Reporting. This contract is a result of the purchase of software from SunGard during the October 10th meeting. This software allows seamless communication between dispatch and field responders, which will increase efficiency and effectiveness of operations for each department. The software will also allow for better responder safety, better accuracy in dissemination of information, and better reporting. This will also provide a more accurate AVL system for EMS tracking and response times and accurate unit recommendation to calls. This software will not only benefit the E-911 Center but the Sheriff's Office and Fire Department. The amount of the contract purchase for the SunGard Mobile Computing with AVL and Mobile Field Reporting Software is \$289,140.00. SunGard Mobile Data Terminal and Mobile Field Reporting software will integrate with the existing Records Management System at the Sheriff's Office, and the new CAD system at 911. The motion was approved 4-0, with Commissioners Brooker, Robbins, Laughter and Crossen in agreement. **(SEE EXHIBIT "C")**

8. **911 – Mobile CAD Hardware Purchase:** Motion was made by Commissioner Crossen and seconded by Commissioner Brooker to approve and accept the purchase of 91 Panasonic CF-54 Toughbooks for the Sheriff's Office and 15 Panasonic G1 Toughbooks for the Fire Department for the use of the SunGard Mobile/AVL/Field Reporting Software in the amount of \$189,219.67. This is for the SunGard Mobile Software project. The purchase will be under the US Communities Government Purchasing Alliance Contract #4400006644. The Panasonic CF-54 and G1 meet the requirements for the SunGard Mobile software implementation in the field. The devices are built to withstand the daily use from field responders, and will provide a longer life use than the standard laptop. The Panasonic Toughbook series will provide 5-7 years of use, compared to 2-3 years of a standard laptop. The devices have integrated features to support software features that will reduce costs to implement GPS and wireless connectivity. The motion was approved 4-0, with Commissioners Brooker, Robbins, Laughter and Crossen in agreement. **(SEE EXHIBIT "D")**

9. **Buildings & Grounds Vehicle Purchase:** Motion was made by Commissioner Crossen and seconded by Commissioner Laughter to approve the purchase of 2(two) ½ ton 4x4 Crew Cab pickup trucks from Brooker Ford in the amount of \$57,240-\$28,620 each. This bid is to replace 2(two) 1995 F-150 pickups that are being taken off the road due to the expense of miles and condition on trucks. Buildings & Grounds received four (4) bids; Brooker Ford, \$57,240-\$28,620 each, Landers McLarty, \$58,154-\$29,077 each, Langdale Chevrolet, \$28,6378-\$29,319 each and Auto Nation Chevrolet, \$60,298-\$30,149 each. The motion was approved 4-0, with Commissioners Brooker, Robbins, Crossen and Laughter in agreement.

10. **2017 Service Agreement for Jail HVAC:** Motion was made by Commissioner Brooker and seconded by Commissioner Crossen to approve the 2017 Service Agreement for \$15,153.60, with Trane of Chattanooga. There is an option of a 3% discount of \$454.61 if the full payment of a year in advance is received or \$1,262.80 on a monthly basis. The motion was approved 4-0, with Commissioners Brooker, Laughter, Crossen and Robbins in agreement. **(SEE EXHIBIT "E")**

11. **Public Works – Bridge and Culvert SPLOST Project:** Motion was approved by Commissioner Brooker and seconded by Commissioner Laughter to ratify the award bid to Georgia Bridge and Concrete, LLC for the amount of \$636,430.00. Based on Georgia Department of Bridge Inspections in 2015, the following roads had culverts that were deemed unsafe or were found to

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be in poor condition; Scott Road (closed April 2015), East Nance Springs Road (Closed Sep. 2015), and Lake Francis Road (open, similar to East Nance Rd). A concrete precast bridge was selected to replace the culverts at each site. The contract consists of bridge construction by a private contractor. The contract did not include all items necessary to complete the work, the remainder will be supplied by Public Works in an effort to reduce the overall contract amount. The bid package was developed by Southeastern Engineering, Inc. Overall eight (8) sets of plans were sold at \$100 each and six (6) contractors submitted bids; Georgia Bridge and Concrete, LLC \$636,430, J.G. Leone Enterprises \$669,215, Wright Brothers Construction \$679,043.75, Baldwin Paving Co., Inc. \$686,339, C.W. Matthews Contracting \$820,250, and JHC Corporation \$1,125,162.50. Bids were reviewed by Scott Jordon of Southeastern Engineering, Inc. Based on his findings, the low bidder Georgia Bridge and Concrete, LLC did meet all the items in the contract. The motion was approved 4-0, with Commissioners Laughter, Brooker, Robbins and Crossen in agreement. **(SEE EXHIBIT "F")**

12. **September 2016 Financial Statements:** Motion was made by Commissioner Brooker and seconded by Commissioner Crossen to approve the September 2016 Financial Statements as presented by Finance Director, Alicia Vaughn. In discussion, Mrs. Vaughn reported that Local Option Sales Tax for September 2016 is \$305,843, the LOST percentage for 2016 is 63.752%. Local Option Sales Tax for September 2016 show a decrease of 65% compared to Local Option Sales Tax Collections for September 2015; Local Option Sales Tax collections for September 2016 show 61.7% decrease from August 2016. Year to date 2016 Local Option Sales Tax collections of \$6,870,179 are down 11.5% compared to year to date 2015 collections of \$7,760,788. The September 2016 LOST collections were reduced by a large refund in the amount of \$505,640 (county portion). No additional information on the refund was provided by the GA DOR. If this refund had not occurred the numbers would be as follows; September LOST collections \$810,335. This number would show a decrease of 7.3% compared to September 2015 and a 1.4% decrease compared to August 2016. YTD collections would be down 5% compared to 2015. Year to date actual revenues of \$16,398,874 for September 2016 are slightly under year to date projected revenue \$16,889,633 by less than 3%. Year to date actual expenditures of \$29,193,044 for September 2016 are under year to date projected expenditures of \$30,586,410 by 5%. TAVT collections for September 2016 were \$133,039, budget revenues were \$170,000, based on the year 2012 Collections on the old system the collections for TAVT through September 2016 are under 4% under the new system. The motion was approved 4-0, with Commissioners Brooker, Crossen, Laughter and Robbins in agreement. **(SEE EXHIBIT "G")**
13. **Rezoning Recommendation:** Motion was made by Commissioner Crossen and seconded by Commissioner Robbins to approve the rezoning request of Donna Allen to rezone a tract of land (parcel 11-020-07-000) containing a total of 5.14 acres from Suburban Agricultural (SA) to General Agricultural (GA) located at 629 Baldwin Road, Cohutta, GA. The Planning Commission has recommended that the Board approve the rezoning. The motion was approved 4-0, with Commissioners Laughter, Crossen Brooker, and Robbins in agreement.
14. **Rezoning Recommendation:** Motion was made by Commissioner Crossen and seconded by Commissioner Robbins to approve the request of Kyle Hudson to rezone two adjacent tracts of land (parcels 12-252-10-002 and 12-252-10-003) containing a total of 2.4 acres from General Commercial (C-2) to High Density Residential (R-7) located along the east R/W of Hill Road, Dalton, GA 30721. The Planning Commission has recommended that the Board approve the

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rezoning. The motion was approved 4-0, with Commissioners Robbins, Brooker, Laughter and Crossen in agreement.

15. **Rezoning Recommendation:** Motion was made by Commissioner Crossen and seconded by Commissioner Robbins to approve the request of Mitchell Manley to rezone a tract of land (parcel 12-042-07-000) containing 28.30 acres located along the west R/W of Lake Katherine Road from Low Density Single Family Residential (R-2) to General Agricultural (GA). The Planning Commission has recommended that the Board approve the rezoning. The motion was approved 4-0, with Commissioners Robbins, Brooker, Laughter and Crossen in agreement.
16. **Rezoning Recommendation:** Motion was made by Commissioner Crossen and seconded by Commissioner Robbins to approve the request of Brenda Roberson to rezone a tract of land (parcel 12-076-01-002) containing .44 acre located at 3313 Chattanooga Rd., Tunnel Hill GA, 30755, from Rural Residential (R-5) to General Commercial (G-2). The Planning Commission has recommended that the Board approve the rezoning. The motion was approved 4-0, with Commissioners Laughter, Robbins, Brooker, and Crossen in agreement.
17. **Whitfield County Zoning Ordinance Text Amendments and Map:** Motion was made by Commissioner Crossen and seconded by Commissioner Robbins to approve the text amendment and map of the Whitfield County Unified Zoning Ordinance, otherwise known as Appendix A of the Code of Ordinances of Whitfield County, Georgia, be amended by amending the definition of Clinic, and by adding a new section 4-6-32 for special requirements in the C-3 Central Business District zoning district for Self-Service Storage Warehouse and Climate Controlled facilities, and by amending the Permitted Use Table to amend listings for Brewpubs, Clinic, Hotel, Mini-Warehouses, Motel/Motor Lodge, Self-Service Storage and for other purposes. The motion was approved 4-0, with Commissioners Crossen, Robbins, Laughter and Brooker in agreement. **(SEE EXHIBIT "H")**
18. **SPLOST – Dalton-Whitfield Regional Library Architect Services Contracts:** Motion was made by Commissioner Crossen and seconded by Commissioner Robbins to approve the contracts with Felker Construction (construction manager) and Carlson-Jones Architects (project architect) for the SPLOST Library project. The compensation for Carlson-Jones will be 6% (six) of total construction costs. The compensation for Felker Construction will be 8% (eight) of total construction costs. The library has \$372,500 remaining in SPLOST funds. The motion was approved 4-0, with Commissioners Brooker, Crossen, Robbins and Laughter in agreement. **(SEE EXHIBIT "I")**
19. **Parks and Recreation Vehicle Purchase:** Motion was made by Commissioner Crossen and seconded by Commissioner Laughter to approve the purchase of 1(one) ½ ton 4wd V-6 pickup truck from Brooker Ford in the amount of \$33,176. The motion was approved 4-0, with Commissioners Brooker, Robbins, Crossen and Laughter in agreement.
20. **Board of Tax Assessor – Personal Property Tax Audit Services Contract:** Motion was made by Commissioner Laughter and seconded by Commissioner Crossen to enter into a contract with Traylor Business Services and Municipal Audit Professionals LLC to conduct personal property audits within Whitfield County. The motion was approved 3-1, with Commissioners Robbins, Laughter and Crossen in agreement. Commissioner Brooker was in dissent. **(SEE EXHIBIT "J")**

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- 21. **Request for Proposals – Accounting Services:** Finance Director Alicia Vaughn was directed by the Board to issue an RFQ (request for qualifications) and a RFP (request for proposal) in 2017 for accounting services.

- 22. **Information Technology – Hosted Rack System w/Dalton Utilities:** Motion was made by Commissioner Crossen and seconded by Commissioner Robbins to approve the contract with Dalton Utilities for hosted rack services. The motion was approved 4-0, with Commissioners Brooker, Laughter, Robbins and Crossen in agreement. **(SEE EXHIBIT “K”)**

PUBLIC COMMENT

Mr. Cody Holloway who resides at 3220 Riverbend Rd came forward to speak to the Board. Mr. Holloway voiced his concern for the lack of a fire station in the South end of Whitfield County. Mr. Holloway noted that his homeowner’s insurance has increased 250% in the last few years due to his proximity to the closest fire station. Currently the Riverbend area has an ISO 10 rating. The Board advised Mr. Holloway that they would look into any possible options to help the citizens in the Riverbend area with this issue.

There were no other public comments.

ADJOURN Unanimous

MIKE BABB, CHAIRMAN
WHITFIELD COUNTY BOARD OF COMMISSIONERS

BLANCA CARDONA, COUNTY CLERK

DATE: / /