

**MINUTES FOR THE REGULAR BUSINESS MEETING OF THE WHITFIELD COUNTY BOARD OF COMMISSIONERS HELD MONDAY, JANUARY 9, 2017, 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:**

R. Lynette Laughter, Chairman  
Harold Brooker, Vice Chairman  
Greg Jones, Member  
Roger Crossen, Member  
Barry W. Robbins, Member

**Others Present:**

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

**Chairman Laughter took a moment to welcome the Commissioner for District 4 Greg Jones.**

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

**2 items were added from the potential additional items; (1. Public Works – 2017 Tongue and Groove Bid, 2. Ordinance Amendment – Meetings of the Board of Commissioners)**

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

**Government Finance Officers Certificate for Excellence in Financial Reporting:** Chairman Laughter presented Melva Andrews, Assistant Finance Director for Whitfield County, with the Certificate of Financial Reporting Achievement for Excellence in Financial Reporting that was awarded to Whitfield County by the Government Finance Officers Association. This award is the highest form of recognition in governmental accounting and financial reporting and represents significant achievement by Whitfield County. The award reflects the commitment of the governing body and staff to meeting the highest principles of governmental accounting and reporting. The Board congratulated the Finance Department for their achievement.

**PRESENTATION**

1. Carl Campbell from the Dalton-Whitfield Joint Development Authority came before the Board to give an Economic Update for Whitfield County for 2016. Campbell stated that the Development Authority's Target Business Strategy is Automotive, Chemicals, Plastics, Advanced Manufacturing, Food Processing and Large Retail. Campbell noted that currently there are 59 projects in their project pipeline. Campbell also noted that projects were lost due to lack of larger sites (100+ acres), lack of confidence in our workforce, no buildings suitable to meet their needs (100,000 sq. ft.+) and speed-to-market concerns for undeveloped sites. Campbell noted that the Carbondale Business Park brings several prospects and is a great asset to Whitfield County. Campbell noted that in 2016, three (3) projects were won resulting in over 292 direct jobs.

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**APPROVAL OF MINUTES:** Motion was made by Commissioner Brooker and seconded by Commissioner Crossen to approve the Regular Business Meeting Minutes of December 12, 2016, Budget Workshop Meeting Minutes of December 14, 2016, and the Special Called Meeting Minutes of December 19, 2016. The motion was approved 4-0, with Commissioners Crossen, Jones, Brooker and Robbins in agreement.

**BOARD APPOINTMENTS**

1. **Chairman Laughter – Appointments:** Chairman Laughter made the following appointments – Commissioner Barry Robbins to the Northwest Georgia Trade and Convention Center Authority and Dalton-Whitfield Community Development Corporation, Alicia Vaughn to the Dalton-Whitfield Community Development Corporation, Harold Brooker to the Dalton-Whitfield Solid Waste Authority and the Dalton-Whitfield Land Bank Authority, Roger Crossen to the N. GA Community Action Group Inc., the Whitfield County Board of Health and the Limestone Valley Council, Greg Jones to the Correctional Task Force and the Dalton-Whitfield Land Bank Authority, Lynn Laughter to the Dalton-Whitfield Solid Waste Authority, the Convention and Visitor’s Bureau, Greater Dalton MPO, Northwest Georgia Regional Commission, and the Council of Chief Elected Officials, and Mike Babb to the Northwest Georgia Regional Commission.
2. **Re-Appointment to the Northwest Georgia Trade & Convention Center Authority:** Motion was made by Commissioner Robbins and seconded by Commissioner Brooker to re-appoint Cathy Snyder to a one-year term to expire on January 31, 2018. The motion was approved 4-0, with Commissioners Jones, Robbins, Brooker and Crossen in agreement.
3. **Appointment to the Dalton/Whitfield Convention & Visitors Bureau:** Motion was made by Commissioner Robbins and seconded by Commissioner Brooker to appoint Julie Pavlu to a two-year term. The motion was approved 4-0, with Commissioners Jones, Robbins, Brooker and Crossen in agreement.
4. **Appointment to the Dalton/Whitfield Convention & Visitors Bureau:** Motion was made by Commissioner Robbins and seconded by Commissioner Brooker to appoint William Hall to a two-year term. The motion was approved 4-0, with Commissioners Jones, Robbins, Brooker and Crossen in agreement.
5. **Re-Appointment to the Dalton/Whitfield Joint Development Authority:** Motion was made by Commissioner Robbins and seconded by Commissioner Brooker to re-appoint Mr. Kevin Harris to a two-year term to the Dalton/Whitfield Joint Development Authority. The motion was approved 4-0, with Commissioners Jones, Robbins, Crossen and Brooker in agreement.
6. **Re-Appointment to the Dalton/Whitfield Joint Development Authority:** Motion was made by Commissioner Brooker and seconded by Commissioner Robbins to re-appoint Mr. Frank Robertson to a one-year term to the Dalton/Whitfield Joint Development Authority as the City/County appointee. The motion was approved 4-0, with Commissioners Jones, Brooker, Crossen and Robbins in agreement.

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**PUBLIC HEARING**

Chairman Laughter called for a Public Hearing to hear any comments or concerns the public may have regarding an application for a Malt Beverage/Wine License for Resaca Food Mart located at 4501 South Dixie Hwy, Dalton, GA. No comments or concerns were expressed in the Public Hearing so Chairman Laughter closed the hearing.

**FOR CONSIDERATION**

1. **Malt Beverage/Wine License – Resaca Food Mart:** Motion was made by Commissioner Brooker and seconded by Commissioner Jones to approve the Malt Beverage/Wine License for Resaca Food Mart, located at 4501 South Dixie Hwy, Dalton, GA. The motion was approved 4-0, with Commissioners Brooker, Jones, Crossen and Robbins in agreement.
2. **Board of Commissioners Vice Chairman Election:** Commissioner Robbins nominated Commissioner Brooker for Vice-Chairman of the Whitfield County Board of Commissioners for 2017, Commissioner Crossen seconded the nomination. There were no other nominations. A vote was taken and Chairman Brooker was re-elected 4-0, to be the Vice-Chairman of the Board for 2017.
3. **Sheriff’s Office – Donation of Vehicles:** Motion was made by Commissioner Jones and seconded by Commissioner Crossen to approve the donation of Asset #2459, 2493, 2611, and 0152, all Ford Crown Victoria vehicles to Georgia Northwestern Technical College for use in their Criminal Justice Program. The motion was approved 4-0, with Commissioners Brooker, Crossen, Robbins, and Jones in agreement.
4. **Board of Elections - Copier Surplus:** Motion was made by Commissioner Crossen and seconded by Commissioner Robins to approve a Ricoh 1055 copier to be declared surplus and placed on Gov.Deals.com. The motion was approved 4-0, with Commissioners Brooker, Crossen, Jones and Robbins in agreement.
5. **November 2016 Financial Statements:** Motion was made by Commissioner Brooker and seconded by Commissioner Jones to approve the November 2016 Financial Statements as presented by Finance Director, Alicia Vaughn. In discussion, Mrs. Vaughn reported that Local Option Sales Tax for November 2016 is \$819,349. LOST percentage 2016 = 63.752%, Local Option Sales Tax for November 2016 show a decrease of 5.9% compared to Local Option Sales Tax Collections for November 2015; Local Option Sales Tax collections for November 2016 show a .4% decrease from October 2016. Year to date Local Option Sales Tax collections for 2016 of \$8,512,286 are down 10.2% compared to Year to Date Local Option Sales Tax collections for 2015 of \$9,475,775. If the September refund had not occurred, Year to Date 2016 collections would be down from Year to Date 2015 by 4.8%. Year to date actual revenues of \$23,648,505 for November 2016 are under year to date projected revenue \$24,047,832 by less than 2%. Year to date actual expenditures of \$35,099,828 for November 2016 are under year to date projected expenditures of \$37,154,433 by 6%. TAVT collections for November 2016 were \$127,869, budgeted revenues were \$170,000, based on the year 2012 Collections on the old system the TAVT collections through November 2016 are under 4%. The motion was approved 4-0, with Commissioners Crossen, Jones, Brooker and Robbins in agreement. **(SEE EXHIBIT “A”)**

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6. **Ratify – SPLOST Communications Project Warehouse Lease:** Motion was made by Commissioner Crossen and seconded by Commissioner Brooker to ratify a rental agreement with Summit Packaging Inc., in Dalton, GA to store equipment for the Communications project. The motion was approved 4-0, with Commissioners Brooker, Jones, Crossen and Robbins in agreement. **(SEE EXHIBIT “B”)**
7. **Engineering – Stormwater Maintenance Agreement:** Motion was made by Commissioner Crossen and seconded by Commissioner Jones to approve the Stormwater Facility Maintenance Agreement template/form and authorize Mark Gibson, Kent Benson and Chris Hester to sign Stormwater Facility Maintenance Agreements on behalf of Whitfield County. The County is required to obtain agreements for new stormwater facilities (i.e. stormwater ponds, water quality filters, etc.) for all site development permits. The County Attorney has recommended we change the protocol and form for executing our stormwater management maintenance agreements (SWMA) for stormwater facilities. Changes have been made to the signature sections of the document. The County Attorney has also recommended the BOC officially authorize several individuals with the authority to sign each agreement on behalf of Whitfield County. The motion was approved 4-0, with Commissioners Brooker, Jones, Crossen, and Robbins in agreement. **(SEE EXHIBIT “C”)**
8. **Superior Court – Interpreter Contract:** Motion was made by Commissioner Brooker and seconded by Commissioner Crossen to approve the annual contract with KRNW Inc., for court interpreter services for the Whitfield County Superior Court. The contract is for \$78,450.00 per year and commences on January 1, 2017. The contract terminates on December 31, 2017. The motion was approved 4-0, with Commissioners Jones, Robbins, Brooker and Crossen in agreement. **(SEE EXHIBIT “D”)**
9. **City of Varnell Annexation Request – 11-263-01-195:** Motion was made by Commissioner Crossen and seconded by Commissioner Brooker for no land use classification objection to tax parcel number 11-263-01-195. For this parcel the City of Varnell proposes a zoning change from County R-2 to Varnell R-1. The motion was approved 4-0, with Commissioners Brooker, Jones, Robbins and Crossen in agreement.
10. **Engineering – Ratify Award of Grading Contract:** Motion was made by Commissioner Crossen and seconded by Commissioner Robbins to ratify the grading contract with B&J Reed Construction, Inc. of Chatsworth, GA with a bid of \$258,000. At the direction of the BOC, the Engineering Department sought bids to grade and install drainage piping on an approximately 9-10-acre site in Carbondale Business Park, known as Site 9. The grading plane was produced by Houston Engineering with direction from the County Engineer. The project was advertised for four (4) weeks, and seven sealed bids were received. The lowest responsive bidder was B&J Reed Construction, Inc. of Chatsworth, GA. The contract will allow 75 days from Notice to Proceed to have the completed building pad ready for potential building construction. It allows for an additional 30 days to complete other activities off the grading pad, such as sowing grass, etc. At the direction of the BOC, this project is to be assigned to the Dalton-Whitfield Joint Development Authority. The motion was approved 4-0, with Commissioners Brooker, Robbins, Jones and Crossen in agreement.

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11. **Rezoning Recommendation:** Motion was made by Commissioner Crossen and seconded by Commissioner Jones to approve the rezoning request of Aron Ortiz to rezone a tract of land (parcel 12-354-37-000) containing a total of .38 acres from Heavy Manufacturing (M-2) to Rural Residential (R-5) located at 811 Peek Road. The Planning Commission has recommended that the Board approve the rezoning. The motion was approved 4-0, with Commissioners Jones, Crossen, Brooker, and Robbins in agreement.
12. **Rezoning Recommendation:** Motion was made by Commissioner Brooker and seconded by Commissioner Robbins to approve the rezoning request of the Whitfield County Board of Commissioners to rezone two adjacent tracts of land (parcels 13-116-06-000 & 13-116-07-000) containing a total of 61.19 acres from Rural Residential (R-5) to Heavy Manufacturing (M-2) located along the southwest R/W of South Dixie Highway. The Planning Commission has recommended that the Board approve the rezoning. The motion was approved 4-0, with Commissioners Jones, Crossen, Brooker, and Robbins in agreement.
13. **Public Works – 2017 Tongue and Groove Concrete Pipe Bid:** Motion was made by Commissioner Brooker and seconded by Commissioner Jones to approve bid from Forterra Precast. WCPW requested bids for Tongue and Groove Concrete Pipe on November 29, 2016; there were no bids received on this date. WCPW rebid this item on December 20, 2016 but only one (1) bidder submitted a bid. Forterra Precast is a company that Public Works has used for the last ten (10) years; the percentage increases 7.2% from 2016 to 2017 for all items on this bid. The motion was approved 4-0, with Commissioners Jones, Brooker, Crossen and Robbins in agreement.
14. **Ordinance Amendment – Meetings of the Board of Commissioners (Administration):** Motion was made by Commissioner Brooker and seconded by Commissioner Jones to approve the amendment to Article IV of Chapter 2 of the Code of Ordinances, Whitfield County captioned Meetings by repealing existing Sections 2-134 and 2-135 and replacing therewith new Sections 2-134 and 2-135, so as to provide that in order to amend the Whitfield County budget after its initial adoption shall require not less than four (4) affirmative votes but that the initial adoption of the budget shall require at least three (3) affirmative votes and so as to provide that the Chair may not introduce any motion but may second any motion; and for other purposes. The motion was approved 4-0, with Commissioners Crossen, Robbins, Jones and Brooker in agreement. **(SEE EXHIBIT “E”)**

Commissioner Brooker welcomed Chairman Laughter and Commissioner Greg Jones to the Board.

**PUBLIC COMMENT**

There were no public comments.

**ADJOURN** Unanimous

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R. LYNETTE LAUGHTER, CHAIRMAN  
WHITFIELD COUNTY BOARD OF COMMISSIONERS

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BLANCA CARDONA, COUNTY CLERK

DATE: / /