

**MINUTES FOR THE WORK SESSION OF THE WHITFIELD COUNTY BOARD OF COMMISSIONERS  
HELD MONDAY, OCTOBER 23, 2017, AT 5:00 P.M. IN THE ADMINISTRATIVE BUILDING #1, 301 W.  
CRAWFORD STREET**

**WORK SESSION**

The Chairman called the work session to order.

**The following members were present:**

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

**Others Present:**

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

**Work Session:**

Chairman Laughter called the work session to order.

Finance Director Alicia Vaughn presented the Board with 2017 Budget Amendment #4. Vaughn noted that this budget amendment takes funds from contingency and transfers it to capital projects.

Finance Director Alicia Vaughn informed the Board that the recent 911 disbursement fees received for prepaid wireless services were considerably lower this year.

EMA Director Claude Craig informed the Board of two (2) recent GEMA/Homeland Security Grants awarded to the Fire Department. One grant is in the amount of \$37,850 to enhance the rope/confined space capability and the other is in the amount of \$68,800 to enhance their hazardous materials capabilities. Both of these grants do not require a county match. Craig also informed the Board of another grant from Homeland Security to EMA in the amount of \$7,400 for the sustainment of the C.E.R.T program in Whitfield County. Craig noted that this grant is a reimbursable grant with no County match either.

Fire Chief Edward O'Brien informed the Board that there is miscellaneous communication equipment in his department that he would like to place on Govdeals.com. O'Brien will bring this information to the Board at the November meeting.

Fire Chief Edward O'Brien informed the Board of a recent RFP that was done for two (2) Triple Combination Pumpers with optional wireless headset in the amount of \$857,002 from Ten-8 Fire and Safety. Ten-8 Fire and Safety was the only bidder. O'Brien will bring this bid for approval at the November meeting.

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Interim Animal Shelter Director Dianne Franklin informed the Board of a proposed fee for owner surrendered animals brought into the Animal Shelter. Franklin noted that a \$5 fee would be able to purchase one vaccine for the surrendered animal and one for a sheltered animal. The Board instructed Mrs. Franklin to work with County Administrator Mark Gibson to prepare a document for the upcoming November meeting regarding the owner surrender fees, Commissioner Brooker suggested a possible \$25 fee.

Commissioner Robbins spoke in regards to recent request for proposals (RFPs) that the Board has discussed in the past several months. Robbins noted that they have discussed Audit Services, Ambulance Services and Insurance Services, he would like to have these placed for bid to ensure the tax payers are receiving the best service for the cost. Chairman Laughter noted that the Audit Services RFP will be done next year. Commissioner Jones would like to see the Ambulance Services bid out by the end of this year. County Administrator Mark Gibson would like to stagger out the RFP's instead of issuing several at one time, at times the complete process takes from eight to twelve months. Chairman Laughter noted that the consensus of the Board was to issue the RFPs for Audit and Ambulance services next year and will discuss the possibility of issuing an RFP for pension at a later date should it be necessary.

The work session was adjourned.

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R. LYNETTE LAUGHTER, CHAIRMAN  
WHITFIELD COUNTY BOARD OF  
COMMISSIONERS

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BLANCA CARDONA, COUNTY CLERK

DATE: / /