

**MINUTES FOR THE REGULAR BUSINESS MEETING OF THE WHITFIELD COUNTY BOARD OF COMMISSIONERS HELD MONDAY, DECEMBER 10, 2018, 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  
Barry W. Robbins, Member  
Roger Crossen, Member  
Greg Jones, Member

**Others Present:**

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

**Motion was made by Commissioner Jones and seconded by Commissioner Crossen to amend the agenda. Item No. 12, DW Planning Commission, c. Brass Holdings, LLC parcel 12-147-01-001 will be postponed and a Proclamation for Melva Andrews will be added to the agenda. The motion was approved 4-0, with Commissioners Crossen, Jones, Brooker and Robbins in agreement.**

**Chairman Laughter recognized Ms. Jaime McLain, as Employee of the Month for October 2018. Ms. McLain works at the 911 center.**

**SPECIAL PRESENTATION**

**PROCLAMATION**

1. **Melva Andrews - Retirement** – Motion was made by Commissioner Brooker and seconded by Commissioner Robbins to honor Mrs. Andrews for her 46 years of service to Whitfield County. Mrs. Andrews started working for Whitfield County in 1972 and served many roles from administration to finances. Mrs. Andrews last day will be December 31, 2018. The motion was approved 4-0, with Commissioners Robbins, Crossen, Jones and Brooker in agreement.

**Government Finance Officers Association – Certificate of Recognition for Budget Preparation:**

Chairman Laughter presented Accounting/Budget Analyst Carol Roberts with the GFOA'S Certificate of Recognition for Budget Preparation. This certificate is awarded to those individuals who have been instrumental in their government unit achieving a Distinguished Budget Presentation Award. Whitfield County received the Distinguished Budget Presentation Award for the fiscal year beginning January 1, 2018. This award is the highest form of recognition in governmental budgeting 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 budgeting. The Board congratulated Mrs. Andrews, Mrs. Roberts and staff on their achievement.

**Approval of Minutes:** Motion was made by Commissioner Crossen and seconded by Commissioner Brooker to approve the minutes of the November 12, 2018 regular business meeting, November 26, 2018 budget public hearing and November 26, 2018 work session. The motion was approved 4-0, with Commissioners Jones, Brooker, Crossen and Robbins in agreement.

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**FOR CONSIDERATION**

1. **Robert S. (Bob) Turner** – Motion was made by Commissioner Robbins and seconded by Commissioner Crossen to honor Mr. Turner for his honorable service to the American Legion for 50 years. Mr. Turner has served at all levels of his Post and District and in 1990 was elected to serve as American Legion National Commander. Mr. Turner was honored by the American Legion on December 1, 2018. The motion was approved 4-0, with Commissioners Robbins, Crossen, Jones and Brooker in agreement.
2. **Local Legislation – Board of Commissioner Term Limits:** Ed Painter requested the Board of Commissioners ask our Local Legislators to take legislation to Atlanta to do away with term limits for Commissioners. Currently, Commissioners are allowed to serve three consecutive four year terms. Jevin Jensen, Beau Patton, and Cathy Holmes spoke in opposition to this request. Motion was then made by Commissioner Jones to propose to Whitfield County's State Legislators that they introduce local legislation to end term limits for Whitfield County Commissioners. Chairman Laughter asked Commissioner Jones if he would like to amend his motion to allow Whitfield County voters to decide this issue. He declined to amend this motion. Commissioner Robbins seconded his motion. The motion was approved 4-1, with Commissioners Jones, Brooker, Robbins and Crossen in agreement. Chairman Laughter dissented.
3. Tom Bundros CEO of Dalton Utilities informed the Board about Dalton Utilities' proposal for State Legislators to amend certain sections of the Georgia Revenue Bond Law. Bundros noted that municipal entities can issue revenue bonds to acquire/construct natural gas, water and wastewater assets without voter referendum. Bundros further noted that if the revenue bonds are to acquire electric generation or transmission assets a voter referendum must be held. Bundros would like the law changed to remove the voter requirement to issue general revenue bonds for the purpose of acquiring electric generation or transmission assets. No action was taken by the Board. Mr. Bundros said he was coming to the Board for information purposes only and was not requesting the Board to take any action.
4. **Intergovernmental Agreement – TAD District 1:** Motion was made by Commissioner Brooker and seconded by Commissioner Crossen to approve an intergovernmental agreement with the City of Dalton, Downtown Dalton Development Authority and the Dalton Board of Education for Tax Allocation District (TAD) #1 – City of Dalton – Downtown Dalton Redevelopment Area. The TAD #1 coincides with the City of Dalton's Redevelopment Plan for Downtown and East Walnut Ave. The motion was approved 4-0, with Commissioners Brooker, Robbins, Jones and Crossen in agreement.
5. **Alcohol License Renewals - 2019:** Motion was made by Commissioner Crossen and seconded by Commissioner Brooker to approve the 2019 Alcohol License Renewals. Exhibit "A" is a list of establishments currently in operation and holding a 2018 Alcohol License. There were not any reports of any violations regarding these establishments. The Accounting Department is in the process of doing criminal background investigations on all applicants to ensure there has been no change in status over the past year. The Accounting Department asked that all renewals be contingent upon a clear criminal history and payment of fees. It was noted that a

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status change would require further action by the Board. The motion was approved 4-0, with Commissioners Brooker, Robbins, Jones and Crossen in agreement.

6. **October 2018 Financial Statement:** Motion was made by Commissioner Jones and seconded by Commissioner Crossen to approve the October 2018 Financial Statement as presented by Interim Finance Director, Melva Andrews. In discussion, Ms. Andrews reported that LOST for October 2018 is \$981,038 – LOST percentage 2018 = 62.653% October 2018 collections are up 17.2% compared to September 2018 collections. October 2018 collections show an increase of 25% compared to October 2017 collections. Year to date LOST collections through October 2018 are \$8,630,154 and show an increase of 6.37% over year to date 2017 collections. Year to date actual revenues of \$21,363,875 through October 2018 exceed the projected revenues of \$20,285,658 by 5.3%. Year to date actual expenditures of \$37,195,745 for October 2018 are under year to date anticipated expenditures of \$38,095,704 by 2.36%. TAVT collections for October 2018 were \$182,491, year to date collections through October 2018 are \$2,018,368 which exceeds our year to date projection by 22.3%. The motion was approved 4-0, with Commissioners Crossen, Jones, Brooker and Robbins in agreement.
7. **Finance – 2018 Budget Amendment No. 4:** Motion was made by Commissioner Brooker and seconded by Commissioner Crossen to approve the 2018 budget amendment No. 4 as presented by Interim Finance Director, Melva Andrews. Budget Amendment No. 4 for 2018 uses \$205,000 of contingency funds from the general fund to cover the overage on the Edwards Park pod project. The motion was approved 4-0, with Commissioners Crossen, Brooker, Jones, and Robbins in agreement.
8. **2019 Budget Adoption:** Motion was made by Commissioner Brooker and seconded by Commissioner Crossen to adopt the 2019 budget as presented by Interim Finance Director Melva Andrews. The total general fund revenues and fund balance for FY2019 is \$49,166,307 in revenue and \$47,104,122 in expenditures, with \$2,062,185 surplus. Special revenue funds are \$17,233,586 with, capital project funds of \$18,897,394, and proprietary funds of \$841,375. The motion was approved 5-0, with Commissioners Robbins, Crossen, Jones, Brooker and Chairman Laughter voting to approve the budget as presented.
9. **Sheriff's Office – Vehicle Surplus:** Motion was made by Commissioner Jones and seconded by Commissioner Crossen to approve the Sheriff's Office's request to deem one vehicle surplus and to list the vehicle on GovDeals.com. The motion was approved, 4-0, with Commissioners Jones, Brooker, Robbins and Crossen in agreement
10. **Magistrate Court – Declaration of Surplus:** Motion was made by Commissioner Jones and seconded by Commissioner Crossen to approve the declaration of surplus by the Magistrate Court and to list on GovDeals.com seven non-working vehicles. The motion was approved 4-0, with Commissioners Brooker, Crossen, Robbins, and Jones in agreement.
11. **Engineering – Geotechnical Study of Park Property:** Motion was made by Commissioner Robbins and seconded by Commissioner Brooker to approve the geotechnical study work to be done by Terracon Consultants for \$9,075 to be paid out of contingency funds, for eight borings, laboratory tests of soil samples, utility location services and a written report of findings of the future recreational park in the South part of the County. In order to develop a design for the recreational park off of the South Bypass in the Riverbend Rd area, a boundary and topographic

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survey of the property needs to be done. This geotechnical study work will be done as a part of a potential future SPLOST project. If the SPLOST passes in 2019 and that referendum includes a recreational park project on this property, then SPLOST funds will be used to reimburse the general fund. The motion was approved 4-0, with Commissioners Brooker, Crossen, Jones, and Robbins in agreement.

- 12. Engineering Department – Transit Title VI Program Update:** Motion was made by Commissioner Brooker and seconded by Commissioner Crossen to approve the Transit Title VI Program Update. The Whitfield County Transit service is federally funded and is required to update the Title VI program on a triennial basis. The motion was approved 4-0, with Commissioners Brooker, Jones, Crossen and Robbins in agreement.

- 13. Public Works Department 2019 Bids:** The following bids for Public Works were approved.

- a. Boot Allowance Program – Approve the bid from Discounts Sporting Goods Dalton, Georgia. Allowance per county employee is \$125.00, anything above the allowance amount is the responsibility of the employee. Motion was made by Commissioner Jones and seconded by Commissioner Crossen. The motion was approved 4-0, with Commissioners Jones, Brooker, Crossen and Robbins in agreement.
- b. Concrete and Concrete Accessories – Public Works only received one bid from Murray Mix of Chatsworth for these items. Motion was made by Commissioner Brooker and seconded by Commissioner Jones. The motion was approved 4-0, with Commissioners Jones, Brooker, Crossen and Robbins in agreement.
- c. Tongue and Groove Concrete Pipe Bid – Public works received one bid from Fronterra Precast for these items. No action taken.
- d. Crushed Stone – Public Works bid out crushed stone to be used in the Public Works Department and only received one bid from Vulcan Material in Dalton, Georgia. Motion was made by Commissioner Jones and seconded by Commissioner Crossen. The motion was approved 4-0, with Commissioners Jones, Brooker, Crossen and Robbins in agreement.
- e. Gas and Oil – Petroleum Traders Corporation of Fort Wayne, Indiana was the low bidder for gasoline in the amount of \$0.0124 per unit and diesel in the amount of \$0.0124 per unit. Motion was made by Commissioner Brooker and seconded by Commissioner Jones to approve. The motion was approved 4-0, with Commissioners Jones, Brooker, Crossen and Robbins in agreement.
- f. Rental of Tandem Truck and Operator – Jackson Trucking of Chatsworth, Georgia was the sole bidder for these items. Motion was made by Commissioner Jones and seconded by Commissioner Crossen. The motion was approved 4-0, with Commissioners Jones, Brooker, Crossen and Robbins in agreement.
- g. Road Striping – Public Works bid out road striping to be used in the Public Works Department. Parker Traffic Marking of Cleveland, Georgia was the sole bidder. Motion was made by Commissioner Jones and seconded by Commissioner Crossen. The

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

14. **City of Varnell Annexation Request – parcel 11-190-02-182:** Motion was made by Commissioner Crossen and seconded by Commissioner Jones for no land use classification objection to the City of Varnell concerning tax parcel 11-190-02-182. The motion was approved 4-0 with Commissioners Jones, Brooker, Robbins and Crossen in agreement
15. **Rezoning Recommendation:** Motion was made by Commissioner Crossen and seconded by Commissioner Brooker to approve the request of Kelly Putnam to rezone 5.07 acres from to general agriculture (GA) to low density single-family residential (R-2); the subject property is located at 3518-3598 Reed Road (parcel 11-258-01-000). Mr. Putnam's original request was to rezone the property to (R-5) high density residential, however during the November planning commission meeting, it was agreed upon that (R-2) zoning would be satisfactory to his needs. The Planning Commission has recommended that the Board approve the rezoning. The motion was approved 4-0, with Commissioners Jones, Brooker, Robbins, and Crossen in agreement.
16. **Rezoning Recommendation:** Motion was made by Commissioner Crossen and seconded by Commissioner Brooker to approve the request of Blendon Burris to rezone from Suburban Agriculture (SA) to Rural Residential (R-5) a tract of land totaling 2.1 acres located at 1760 Boyles Mill Rd. (parcel 10-321-01-018). The Planning Commission has recommended that the Board approve the rezoning. The motion was approved 4-0, with Commissioners Jones, Brooker, Robbins, and Crossen in agreement.

**PUBLIC COMMENT**

**ADJOURN** Unanimous

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R. LYNETTE LAUGHTER, CHAIRMAN  
WHITFIELD COUNTY BOARD OF COMMISSIONERS

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BLANCA CARDONA, COUNTY CLERK

DATE:    /    /