

**MINUTES FOR THE REGULAR BUSINESS MEETING OF THE WHITFIELD COUNTY BOARD OF COMMISSIONERS HELD MONDAY, NOVEMBER 11, 2019, 6:00 P.M. AT 201 S. HAMILTON ST., 5<sup>TH</sup> FLOOR, DALTON, GA, 30720**

**REGULAR BUSINESS MEETING**

Vice-Chairman Brooker 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 (ABSENT)  
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 Crossen and seconded by Commissioner Jones to amend the agenda to include the potential additional item of Dan Peoples – Indigent Funerals. The motion was approved 3-0, with Commissioners Jones, Crossen and Robbins in agreement.**

**Georgia Records Association – Georgia Records Manager Professional Certificate:**

Secretary Jenny Collier of the Georgia Records Association presented Sharon Ratcliff with the Georgia Records Manager Professional Certificate. Ms. Ratcliff works in the E-911 department. The Board congratulated Ms. Ratcliff for her achievement.

**Approval of Minutes:** Motion was made by Commissioner Jones and seconded by Commissioner Crossen to approve the October 14, 2019 regular business meeting, October 24, 2019 special called meeting and October 28, 2019 work session minutes. The motion was approved 3-0, with Commissioners Crossen, Jones, and Robbins in agreement.

**BOARD APPOINTMENT**

1. **Reappointment for Whitfield County seat on Region 1 EMS Council:** Motion was made by Commissioner Robbins and seconded by Commissioner Jones to reappoint Claude Craig to the Northwest Georgia Region 1 seat of the Emergency Medical Services Council. The seat is for a two-year term ending January 2022. The motion was approved 3-0, with Commissioners Jones, Crossen and Robbins in agreement.

**FOR CONSIDERATION:**

1. **5311 Grant Application – Transit Department:** Motion was made by Commissioner Crossen and seconded by Commissioner Jones to approve the submittal of Rural Public Transportation 5311 Grant. The 5311 grant program if awarded, would provide aid for the local transit service. The motion was approved 3-0, with Commissioners Jones, Robbins and Crossen in agreement.
2. **Engineering – Courthouse Roof Project Bid Award:** Motion was made by Commissioner Crossen and seconded by Commissioner Jones to enter into contract with Womack, Lewis, and Smith, Inc. for the courthouse roof project. The project includes: removal of large screen wall from roof, end treatment of 2 gables after screen wall removal, renovation of clerestory, to include new windows, insulate roof, new roof membrane, remove and replace built-up roof: abandon old interior roof drains, install roof insulation and slope to building edges, install additional scuppers and downspouts to accommodate additional drainage, install new roof membrane. Womack, Lewis and Smith submitted the lowest bid, consisting of: base bid for

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project: \$1,271,000, alternate 1 (contingency) \$137,000, alternate 2 (coating existing metal roofing) \$19,800. The motion was approved 3-0 with Commissioners Crossen, Jones, and Robbins in agreement.

3. **Engineering – Courthouse Elections Project Bid Award:** Motion was made by Commissioner Crossen and seconded by Commissioner Jones to enter into contract with Momon Construction for construction of additional Elections space. This project will create additional storage space for 212 new, larger voting machines, which will arrive the first half of December. The project will also construct a new service counter, modify/add electrical and HVAC service, relocate three cubicle workstations, and one large office with a conference area. The Georgia Secretary of State and the Department of Homeland Security will inspect the storage area once complete. Momon Construction bid \$114, 786 for a complete, turnkey job and will construct the storage area first. The motion was approved 3-0 with Commissioners Crossen, Jones, and Robbins in agreement.
4. **September 2019 Financial Statement:** Motion was made by Commissioner Jones and seconded by Commissioner Crossen to approve the September 2019 Financial Statement as presented by Finance Director James Garvin. Local Option Sales Tax (LOST) collections: Per the IGA, the County's LOST percentage for 2019 is 61.556%. It was 62.653% in 2017/2018. September 2019 collections of \$918,334, were 11.2% greater than budgeted collections of \$825,750. This was 0.8% less than August 2019 collections of \$925,783. YTD September 2019 collections of \$8,285,713, were 8.3% greater than same-period 2018 collections of \$7,649,116. TAVT collections for September 2019 were \$372,545, or 113.1% greater than September 2018 collections of \$174,848. YTD September, 2019 collections of \$2,343,395, were 27.6% greater than same-period 2018 collections of \$1,835,877. Year to date September 2019 actual revenues of \$21,468,284, exceeded projected revenues of \$19,925,266, by \$1,543,018, or 7.7%. Year to date September 2019 actual expenditures of \$33,993,767, were less than projected expenditures of \$34,236,294, by \$242,526, or 0.7%. The motion was approved 3-0, with Commissioners Crossen, Jones, and Robbins in agreement.
5. **EMA – C.E.R.T. Grant:** Motion was made by Commissioner Crossen and seconded by Commissioner Jones to approve the C.E.R.T. Grant for \$12,480 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 3-0, with Commissioners Jones, Crossen and Robbins in agreement.
6. **EMA – Hazard Mitigation Grant:** Motion was made by Commissioner Robbins and seconded by Commissioner Crossen to approve the Hazard Mitigation Grant for \$18,352 from GEMA/Homeland Security. This grant will be used to purchase weather radios to be distributed among citizens through various means. The grant is pre-budgeted by the State and only the approved items can be purchased. The local match for this grant is \$2,753, and will be met through in kind services such as radio programming and community awareness events. The motion was approved 3-0, with Commissioners Robbins, Crossen and Jones in agreement.
7. **Fire Department – Station 12 Contract Allowances:** Motion was made by Commissioner Robbins and seconded by Commissioner Jones to approve the quality allowances, lump sum allowances, and contingency expenditures at no additional cost to the contract. Station #12 had

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a combined figure of \$100,877.50 dollars for Quantity Allowances, Lump Sum Allowances and Contingency factored in the contract. Quality Allowances were for materials and earth works beyond bid pricing that were for unforeseen expenditures. Items included poor soil, additional backfill and rock. The Lump Sum was for landscaping and utilities installation. The final component was for Contingency. Change Order #1 was completed and approved on April 8, 2019 and was for additional stone and die removal of unsuitable materials. Change Order #2 was completed and approved on May 13, 2019 and was for the extension of the completion date. This change order brings the station up to date on changes/expenditures for anticipated expense in the contract. Paving and Bollards at third bay of station - \$13,845.00, Sod for landscaping \$5,322.00, Gear Washer and Widening of driveway \$14,828.00, Grand Total for change orders/allowances is \$34,005.00. To date the contract is \$54,926.10 under budget. The motion was approved 3-0, with Commissioners Jones, Crossen and Robbins in agreement.

8. **City of Tunnel Hill Annexation Request:** Motion was made by Commissioner Crossen and seconded by Commissioner Jones for no land use classification objection to tax parcel number 27-018-03-002. The motion was approved 3-0, with Commissioners Crossen, Jones, and Robbins in agreement.
9. **Rezoning Recommendation:** Motion was made by Commissioner Crossen and seconded by Commissioner Jones to approve the recommendation of the planning commission to deny the request of Edna Gordon to rezone a tract of land (parcel 11-243-19-000) containing a total of 1 acre located along Rauschenburg Road, from low density single family residential (R-2) to rural residential (R-5). The motion was approved 3-0, with Commissioners Jones, Crossen, and Robbins in agreement.
10. **Rezoning Recommendation:** Motion was made by Commissioner Crossen and seconded by Commissioner Jones to approve the recommendation of the planning commission approving the request of Jimmie Mason to rezone a tract of land (parcel 13-121-02-000) containing a total of 13.34 acres located along Tilton Road/Old Tilton Road/Tilton Bridge Road, from General Agricultural (GA) to rural residential (R-5). The motion was approved 3-0, with Commissioners Jones, Crossen, and Robbins in agreement.
11. **Rezoning Recommendation:** Motion was made by Commissioner Crossen and seconded by Commissioner Jones to approve the recommendation of the planning commission approving the request of Kelly Putnam to rezone a tract of land (parcel 11-281-02-000) containing a total of 10± acres located along Sonya Drive, from general agricultural (GA) to low density single family residential (R-2). The motion was approved 3-0, with Commissioners Jones, Crossen, and Robbins in agreement.
12. **Rezoning Recommendation:** Motion was made by Commissioner Crossen and seconded by Commissioner Jones to approve the recommendation of the planning commission approving the request of Tanya and William Vasbinder, Jr. to rezone a tract of land (parcel 11-015-11-000) containing a total of 7.0 acres located along Blair Road, from low density single family residential (R-2) to general agricultural (GA). The motion was approved 3-0, with Commissioners Jones, Crossen, and Robbins in agreement.
13. **Dan Peeples – Indigent Funerals:** Mr. Peeples made a request to the BOC to raise the indigent funeral reimbursement cost from \$450 to \$1000. The Board reduced the reimbursement cost from \$1000 to \$450 in 2015.

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**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: / /