

SUMMARY MINUTES FOR THE REGULAR BUSINESS MEETING OF THE WHITFIELD COUNTY BOARD OF COMMISSIONERS HELD MONDAY, FEBRUARY 12, 2024, AT 6:00 P.M. AT THE COURTHOUSE BOC MEETING ROOM LOCATED AT 205 N. SELVIDGE 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:

Jevin Jensen, Chairman
Barry W. Robbins, Vice-Chair
Robby Staten, Member
John Thomas, Member
Greg Jones, Member

Others Present:

Robert Smalley, County Attorney
Robert Sivick, County Administrator
Department Heads
Citizens
Press

Motion was made by Commissioner Robbins and seconded by Commissioner Jones to approve the agenda as presented. The motion was approved 4-0, with Commissioners Jones, Thomas, Staten and Robbins in agreement.

Approval of Minutes: Motion was made by Commissioner Staten and seconded by Commissioner Thomas to approve the January 8, 2024 Regular Business as presented. The motion was approved 4-0, with Commissioners Staten, Jones, Thomas, and Robbins in agreement.

Chairman Jensen recognized Christian Rivas as Employee of the Month for December 2023. Mr. Rivas works at the Fire Department.

RECOGNITION

Chairman Jevin Jensen and Sheriff Scott Chitwood honored Court Service Division, Sergeant Shawn Giles, Deputies Jeff Shields and Mark Greene for their life saving heroic actions in December of 2023.

RECOGNITION

Chairman Jevin Jensen presented Commissioner Robby Staten with a certificate from ACCG (the Association County Commissioners of Georgia) for completing the ACCG Lifelong Learning Academy core requirements.

Public Hearing:

Chairman Jensen called for a Public Hearing to hear any comments or concerns the public may have regarding an alcohol license application for Umiyakrupa 1 LLC, d/b/a Quick Shop 1 located at 10780 Hwy 2, Dalton, GA.

There were no comments or concerns voiced regarding this application.

Chairman Jensen then closed the public hearing.

Chairman's Report: Chairman Jensen noted the Regular Business Meeting in March will be held on the 4th instead of the 11th.

Report from Commissioners:

Commissioners Robbins noted that the Library is working on outreach marketing in local schools, and that the library is open until 7pm Monday – Thursday.

Commissioner Jones noted that paving at Houston Valley Rd has begun.

Commissioners Staten and Thomas did not have any updates to report for this month.

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County Administrator Report:

County Administrator Robert Sivick informed the Board that a new ramp was constructed at the entrance of the Courthouse for those with mobility issues and that the Senior Center will host a Valentine's Day Party on Wednesday February 14th.

December 2023 Financial Statement: Motion was made by Commissioner Staten and seconded by Commissioner Robbins to approve the December Financial Statement as presented by Chief Financial Officer Debbie Godfrey, Local Option Sales Tax (LOST) collections: December collections of \$1,386,140 were 25.23% greater than budgeted collections of \$1,106,858. This was 2.00% more than November collections of \$1,358,981. YTD collections of \$15,468,234 were 6.65% greater than PY collections of \$14,504,025 for the same time frame. TAVT collections: December collections of \$406,214 were 7.10% more than November collections of \$379,297. YTD collections of \$5,359,055 were 6.52% greater than PY collections of \$5,031,082 for the same time frame. YTD actual revenues of \$58,482,638 were greater than projected revenues of \$52,980,435 by \$5,502,203 or 10.39%. YTD actual expenditures of \$55,440,776 were greater than projected expenditures of \$54,708,364 by \$732,412 or 1.34%. Actual December 31 ending fund balance = \$35,501,371. The motion was approved 4-0, with Commissioners Thomas, Jones, Staten and Robbins in agreement.

Public Comment:

Stacey Doran, Eddie Caldwell, Debra Gordon, Charlene Caldwell, Joe Hommrich, Harvey Wysong and Tim Daniel spoke in opposition of contracting with Fort Orange Press to process the absentee by mail ballots for the Whitfield County 2024 elections.

Re-Appointment to the Dalton Trade Center: Motion was made by Commissioner Robbins and seconded by Commissioner Staten to re-appoint Cathy Snyder to the Dalton Trade Center. The motion was approved 4-0, with Commissioners Robbins, Jones, Thomas and Staten in agreement.

Alcohol Beverage License Application: Motion was made by Commissioner Jones and seconded by Commissioner Thomas to approve the alcohol beverage application for Umiyakrupa 1, LLC d/b/a Quick Shop 1 located at 10780 Hwy 2, Dalton, GA. The motion was approved 4-0, with Commissioners Robbins, Thomas, Staten and Jones in agreement.

Superior Court – 2024 Interpreter Contract: Motion was made by Commissioner Staten and seconded by Commissioner Robbins to approve the annual contract with Silvia Andrade, for court interpreter services for Superior Court. The contract is for \$98,750.00 per year, and the end date is December 31, 2024. The motion was approved 4-0, with Commissioners Jones, Robbins, Thomas and Staten in agreement.

RAISE Grant Funding Commitment Letter: Motion was made by Commissioner Robbins and seconded by Commissioner Staten to approve the commitment of up to 20% or \$60,000 of general fund dollars if there are cost overages for this grant. At the January 2024 meeting, the BOC approved administration to move forward with a RAISE grant application to fund planning activities for various sidewalk and pedestrian safety projects near or around County schools and neighborhoods. Although no matching funds are required, the grant application does require the County have proof of committed funds to cover any unforeseen cost overruns that exceed the grant award. The project budget is \$300,000 which is the amount of federal funding which we are requesting. The motion was approved 4-0, with Commissioners Jones, Staten, Robbins and Thomas in agreement.

Sheriff's Office – Ratify COVID Mitigation Grant Increase and Purchase: Motion was made by Commissioner Robbins and seconded by Commissioner Staten to ratify the grant increase of \$50,000 and purchase of 3 additional HVAC units of \$48,189. The GA Southern COVID Mitigation grant has

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been increased from \$100,000 to \$150,000. With the initial \$100,000, the Detention Center purchased 7 HVAC units. With this additional funding, the Detention Center plans to purchase 3 more HVAC units from the sole source supplier Trane for \$48,189. Due to the time constraints of the grant, the Chairman approved the order and we are now requesting BOC ratification of this purchase. The motion was approved 4-0, with Commissioners Staten, Thomas, Robbins and Jones in agreement.

ARPA Funding for Various Expenditures: Motion was made by Commissioner Robbins and seconded by Commissioner Staten to approve \$12,737.22 in various 2023 expenditures be funded with ARPA dollars. County Administration is requesting that ARPA funds be used for the following expenditures: \$10,000 for CHIP (housing grant) cash match expenditures for work write-ups, progress inspections, and lead inspections. To date, \$20,000 in cash match has been approved by the BOC. However, our total match requirement is \$40,000 some of which will be in-kind. \$2,737.22 for various costs related to the State Judicial grant and the Food Bank grant which were not covered by grant funds. The motion was approved 4-0, with Commissioners Staten, Jones, Thomas and Robbins in agreement.

DA's Office – VOCA Grant: Motion as made by Commissioner Staten and seconded by Commissioner Jones to approve the State of Georgia Prosecuting Attorney's Council of Georgia Agreement for Funding Prosecution based on Victims of Crimes Act Program subgrant award. The District Attorney's Office is requesting approval of the MOA between the Prosecuting Attorney's Council and the County for the Federal Victims of Crime Act Assistance Grant (VOCA). The grant period is from October 1, 2023 through September 30, 2024 and the grant amount is \$125,130. This has been an annual recurring grant for many years. The motion was approved 4-0, with Commissioners Staten, Robbins, Thomas and Jones in agreement.

Rocky Face Ridge Park Trails Bid: Motion was made by Commissioner Thomas and seconded by Commissioner Jones to approve the contract from Barry Smith Trails to construct the trails at Rocky Face Ridge Park for \$120,000.00. The motion also authorizes the Chairman to sign the contract. The motion was approved 4-0, with Commissioners Robbins, Staten, Thomas and Jones in agreement.

Public Works – Declare Surplus: Motion was made by Commissioner Jones and seconded by Commissioner Robbins to approve the following as surplus and to auction on Govdeals.com: 1. 1986 International 9300 Low Boy Tractor- reason for surplus, involved in an accident/ parts are not available from the dealer for repair, 2. 1993 Midland Shoulder Machine - reason for surplus- cost to repair lack of use. The motion was approved 4-0, with Commissioners Jones, Staten, Thomas and Robbins in agreement.

Public Works- Tandem Dump Truck and Operator Bid: Motion was made by Commissioner Staten and seconded by Commissioner Jones to postpone the bid for Tandem Dump Trucks with Operators. The motion was approved 4-0, with Commissioners Jones, Staten, Thomas and Robbins in agreement.

Public Works – Tractor Purchase (2): Motion was made by Commissioner Staten and seconded by Commissioner Thomas to approve the purchase of (2) tractors with attachments for \$349,211.00: Diamond Mowers has (2) tractors with mowing attachments: 1.) John Deere 6110M with Diamond 22ft boom mower \$188,491.00, 2.) John Deere 6110M with Diamond 60" rotary side mower \$160,720.00. The purchases will be funded by 2020 SPLOST funds through Source-Well. The motion was approved 4-0, with Commissioners Jones, Robbins, Staten and Thomas in agreement.

Public Works – Truck Purchase (3): Motion was made by Commissioner Staten and seconded by Commissioner Jones to approve the following purchases: (3) vehicles with State Contract from Ford of Dalton for \$186,600.00. Two are on 2024 capital and one is on 2020 SPLOST. Using the State

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Contract from Ford of Dalton. Ford of Dalton has (1) Ford F-150 & (2) Ford F-350 trucks that are on the State contract, these vehicles will be replacing the vehicles listed below, due to maintenance cost & life cycle of these vehicles. Total cost of replacement \$186,600.00, 1. 2009 Ford F-150 pickup -mileage 180921, 2. 2009 Ford F-150 pickup -mileage 159354, 3. 2009 Ford F-150 pickup -mileage 153912. The motion was approved 4-0, with Commissioners Jones, Staten, Thomas and Robbins in agreement.

Board of Elections – Absentee by Mail Processing Contract: Motion was made by Commissioner Robbins and seconded by Commissioner Jones to pay overtime for County BOE employees and allow hiring temporary workers to process the high volume of absentee ballot requests for the 2024 elections. The Board of Elections supervisor Shaynee Bryson requested to contract with Fort Orange Press to prepare and process the absentee mail in ballots however the Board of Commissioners declined this request and would rather have them processed in house. The motion was approved 4-0, with Commissioners Jones, Staten, Thomas and Robbins in agreement.

Fire Dept. – Annual Personal Protective Equipment (Bunker Gear): Motion was made by Commissioner Thomas and seconded by Commissioner Jones to approve purchase of gear from NAFECO using the Sourcewell Contract, the fire dept. has a budget of \$75,000 for Uniforms for 2024. WCFD has budgeted for our annual expenditure for Personal Protective Equipment (Bunker Gear) based on 10-year schedule. LION Turnout V-Force gear is the Department's preferred product. The Sourcewell Contract RFP#032620 will be used for this purchase in conjunction with LION First Responder PPE Inc. Price quote expires February 24, 2024 through NAFECO (authorized dealer). Pants: \$1,380.00, Coats: \$1,900.00. The motion was approved 4-0, with Commissioners Jones, Robbins, Staten and Thomas in agreement.

Fire Department MOU w/GA Northwestern Technical College: Motion was made by Commission Thomas and seconded by Commissioner Robbins to enter into an memorandum of understanding with GNTC (Georgia Northwestern Technical College) to form a partnership to promote quality education and development for potential employees. WCFD desires to enter into a Memorandum of Understanding (MOU) with Georgia Northwestern Technical College (GNTC). This partnership will promote quality education and development for employees and potential employees to gain college credit. WCFD will provide certified instructors to teach approved related classes. In return, GNTC will provide the space and equipment for the instruction. This partnership will help prepare our employees for State Medical Certification and allow the employee to gain credit hours for an Associates Degree. GNTC will see an increase in enrollment and a better utilization of the local campus. The motion was approve 4-0, with Commissioners Thomas, Staten, Jones and Robbins in agreement.

Fire Dept. GFSTC FireWorks Grant Application: Motion was made by Commissioner Jones and seconded by Commissioner Robbins to apply for the GFSTC 2024 Fireworks Tax Grant to obtain 1000 GPM monitors nozzles, their requirements are 10% (\$2,500.00) match from WCFD up to \$25,000.00 from GFSTC. Each Task Force Tip Safe-Tak Combo XFC-42-ISP-S Package 4" storz inlet, crossfire, base, stack tips/5" SS/Bracket is \$4,300.00 and hope to be able to purchase 8 to bring our front-line vehicles up to ISO requirements. ISO requirements has 4 of our front-line engines ISO ready; and we are hoping to purchase the additional 8 as it will allow all 12 of our engines ready. The motion was approved 4-0, with Commissioners Jones, Robbins, Staten and Thomas in agreement.

Fire Dept. Assistance to Firefighters Grant Application: Motion was made by Commissioner Staten and seconded by Commissioner Thomas to apply for the FEMA Assistance to Firefighters Grant (AFG) to obtain LUCAS Devices, their requirements are 5% (\$14,187.50) match from WCFD for a total cost of \$269,562.50 from FEMA AFG. The LUCAS is a handsfree device to provide chest compressions during CPR. This helps perform consistent rate and depth of compressions while performing BLS, freeing up a responder to render other aid, assisted breathing, and operating the AED.

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Each LUCAS 3, v3.1 Chest Compression is \$20,267.91 each for a total cost of \$283,750.74 and our goal is to purchase 14 units. This will provide a unit for each fire district and each Battalion vehicle. The motion was approved 4-0, with Commissioners Jones, Robbins, Staten and Thomas in agreement.

Special Use Permit Recommendation: Motion was made by Commissioner Jones and seconded by Commissioner Thomas to approve the recommendation of the planning commission to approve the special use permit request of Hardnett and Peck, LLC for an event center in a General Agricultural (GA) district a tract of land totaling 60.00 acres located on Coley Cliff, Rocky Face, Georgia. Parcel (12-302-03-000). Condition: The affected section of Coley Cliff Drive be maintained and if any damage during construction will be repaired. The motion was approved 3-1, with Commissioners Thomas, Jones and Robbins in agreement. Commissioner Staten dissented.

Finance – 2023 Budget Amendment: Motion was made by Commissioner Jones and seconded by Commissioner Thomas to approve the 2023 budget amendment as presented by Chief Financial Officer Debbie Godfrey. Public Works has \$218,319.64 in unused LMIG funds from 2023. This amount needs to be brought forward into 2024 since we have multiple years to use all of the funding. The grant has already issued these funds to the County. The GDOT Safety Grant that the County received in 2021 still has funds available for use. We need to move \$115,000 into the Striping line item in the Public Works budget. These funds are available for 3 years. The motion was approved 4-0, with Commissioners Thomas, Staten, Robbins and Jones in agreement.

E911 – Phone System Contract with AT&T: Motion was made by Commissioner Jones and seconded by Commissioner Robbins to approve the contract with AT&T for phone system in the amount of \$302,313. The 911 phone system is in need of a version upgrade. This replacement will include computers, hardware, and servers for the system. The last upgrade for the phone system was installed in 2017 by AT&T. A 911 phone system runs 24/7/365 and needs to stay up-to-date. The motion was approved 4-0, with Commissioners Robbins, Staten, Thomas and Jones in agreement.

PUBLIC COMMENT:

Debra Gordon addressed the Board about businesses who sell alcohol and vapes.

Gabriel Kirk who resides in Tunnel Hill addressed the Board about unlawful burning in the County and what can be done about it.

Executive Session – Real Estate: Motion was made by Commissioner Robbins and seconded by Commissioner Jones to go into executive session for the purpose of Real Estate. Present for the meeting were Chairman Jevin Jensen, Commissioners Robbins, Jones, Staten and Thomas, County Attorney Robert Smalley, County Administrator Bob Sivick, County Engineer Kent Benson, Chief Financial Officer Debbie Godfrey, Human Resources Director Jackie Carlo, Buildings and Grounds Director Chuck Fetzer, GDMPO Coordinator Jake Bearden and County Clerk Blanca Cardona. The motion was approved 4-0, with Commissioners Robbins, Staten, Thomas and Jones in agreement.

Motion was then made by Commissioner Jones and Commissioner Robbins to come out of executive session. The motion was approved 4-0, with Commissioners Robbins, Staten, Thomas and Jones in agreement.

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ADJOURN Unanimous

JEVIN JENSEN, CHAIRMAN
WHITFIELD COUNTY BOARD OF COMMISSIONERS

BLANCA CARDONA, COUNTY CLERK

DATE: / /

DRAFT