

MINUTES FOR THE REGULAR BUSINESS MEETING OF THE WHITFIELD COUNTY BOARD OF COMMISSIONERS HELD MONDAY, NOVEMBER 8, 2021, AT 6:00 P.M. AT THE WINK THEATRE LOCATED AT 115 W. CRAWFORD 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 motion was approved 4-0, with Commissioners, Staten, Jones, Thomas, and Robbins in agreement.

Approval of Minutes: Motion was made by Commissioner Thomas and seconded by Commissioner Robbins to approve the October 11, 2021 Regular Business Meeting minutes as presented. The motion was approved 4-0, with Commissioners Staten, Jones, Thomas, and Robbins in agreement.

Chairman Jensen recognized Mr. Stephen Grigsby as Employee of the Month for August 2021. Mr. Grigsby works in the Engineer Department as a Soil Erosion Inspector.

Chairman Jensen recognized Mr. Donny Jones as Employee of the Month for September 2021. Mr. Jones works at the Sheriff's Office.

Chairman's Report: Chairman Jensen announced the Firefighter Incentive Pay and Training Certification Program. Jensen noted incentive pay would be awarded upon successful completion of training. Jensen also reported the Board held 5 (five) budget meetings with department heads and elected officials. Jensen further noted the Board is now working on finalizing the budget and will have a draft budget prepared soon. Jensen also stated a public hearing on the 2022 budget would be held prior to adoption of the budget. Jensen then noted the County is working on several grant applications for State and Federal programs.

Report from Commissioners:

Commissioners Jones revisited the issue regarding jake brakeing. Public Works Director Dewayne Hunt noted a possible solution could be updating the County's noise ordinance. Hunt noted newer model trucks and dump trucks come standard with engine brakes although not as loud. Commissioner Staten noted he recently attended the Georgia Recreation and Park Association Conference with Parks and Recreation Director Brian Chastain. Staten noted the conference was held in Columbus, and the overall theme was, being essential in the recreation field. Commissioner Robbins and Thomas did not have any updates to report for this month.

County Administrator Report:

County Administrator Robert Sivick noted he is continuing to meet with community leaders, department heads, and city officials and is working on several items within the County such as, improving employee health insurance and prescription drug benefits at lower costs to employees. Pursuing a CDBG grant for area food bank to assist County residents suffering food insecurity. Exploring private and corporate fundraising to benefit County Parks and the Animal Shelter in order to reduce the burden on taxpayers.

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Sivick is also initiating methods to increase public input as to how County should use American Rescue Plan Act (ARPA) funding. Offering expertise of County staff to small local government partners enabling them to better serve their County residents. Exploring ways to better communicate with and inform residents about activities of their County government. Exploring ways to consolidate purchasing to capture economies of scale savings for the benefit of taxpayers.

September 2021 Financial Statement: Motion was made by Commissioner Jones and seconded by Commissioner Thomas to approve the September 2021 Financial Statement as presented by Finance Director James Garvin. Local Option Sales Tax (LOST) September collections of \$1,070,140 were 4.75% greater than budgeted collections of \$1,020,833. This was statistically the same as August collections of \$1,071,627. YTD collections of \$9,495,742 were 5.25% greater than PY collections of \$9,030,428 for the same time frame. TAVT collections: September collections of \$437,528 were statistically the same as August collections of \$437,279. YTD collections of \$4,020,949 were 19% greater than PY collections of \$3,380,946 for the same time frame. YTD actual revenues of \$23,247,441 were greater than projected revenues of \$22,572,964 by \$674,477 or 3%. YTD actual expenditures of \$36,416,975 were less than projected expenditures of \$37,554,941 by \$1,137,967 or 3%. The motion was approved 4-0, with Commissioners Thomas, Jones, Staten and Robbins in agreement.

PUBLIC COMMENT:

No comments on agenda items.

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 Mahir 1, Inc., d/b/a Corner Mart located at 1910 S. Dixie Hwy.

There being no comments expressed, Chairman Jensen declared the public hearing closed.

Second Reading Alcohol Beverage Ordinance – Text Amendments: Motion was made by Commissioner Jones and seconded by Commissioner Thomas to approve amending Chapter 3 of the Code of Ordinances, captioned Alcohol Beverages sections 3-38 and 3-39 clarifying applicants for a license must be a US Citizen or a Permanent Resident and to remove the requirement of the spouse criminal background check. The motion was approved 4-0, with Commissioners Staten, Jones, Thomas and Robbins in agreement.

Appointment to the Board of Tax Assessors: Motion was made by Commissioner Robbins and seconded by Commissioner Staten to table this item. The motion was approved 4-0, with Commissioners Staten, Jones, Thomas and Robbins in agreement.

Petition to Close and Abandon Tiarco Drive: Motion was made by Commissioner Thomas and seconded by Commissioner Staten to accept the petition from Textile Rubber and Chemical Company, Inc., to close and abandon Tiarco Drive Southwest, lying and being in Land Lot No. 66, 79 and 80 of the 13th district and 3rd section of Whitfield County, Georgia. The acceptance of the petition sets in motion the process required by Georgia Law, requiring the County to notify adjacent property owners and to set the date for a public hearing. The public hearing for this petition will be held at the next regular Board of Commissioners meeting on December 14, 2021, at which time a decision can be made to close and abandon Tiarco Drive. The motion was approved 4-0, with Commissioners Staten, Jones, Thomas and Robbins in agreement.

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Alcohol Beverage License Application: Motion was made by Commissioner Staten and seconded by Commissioner Robbins to approve the alcohol beverage application for Corner Mart located at 1910 S. Dixie Hwy. The motion was approved 4-0, with Commissioners Staten, Robbins, Thomas and Jones in agreement.

City of Varnell De-Annexation – parcels 11-277-14-000 & 11-277-15-000: Motion was made by Commissioner Staten and seconded by Commissioner Robbins to accept the parcels into unincorporated Whitfield County. On Oct. 19, 2021, the Mayor and Council of Varnell approved the request to de-annex the parcels out of Varnell City limits. The motion was approved 4-0, with Commissioners Staten, Jones, Thomas, and Robbins in agreement.

Whitfield County Administration Office Lease: Motion was made by Commissioner Jones and seconded by Commissioner Staten to extend the lease agreement with Triple E. Properties, LLC, to rent out the 3rd, 4th, and 5th floors of the Wells Fargo Bank building located at 201 S. Hamilton Street until June 30, 2023. The current lease will expire on June 30, 2022; the extended agreement also allows the County to terminate the lease upon giving the lessor 120 days written notice. The monthly lease amount is \$10,550. The motion was approved 4-0, with Commissioners Staten, Thomas, Robbins and Jones in agreement.

Whitfield County Transit Service 5311 Grant Application: Motion was made by Commissioner Robbins and seconded by Commissioner Jones to approve the submittal of the grant application to GDOT. If awarded the Section 5311 Grant will provide aid in the transit service operations. The grant is 50% federally funded with a 50% match required from local governments. The motion was approved 4-0, with Commissioners Staten, Thomas, Robbins and Jones in agreement.

EMA – C.E.R.T. Grant: Motion was made by Commissioner Robbins and seconded by Commissioner Jones to approve the C.E.R.T. Grant for \$13,500 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 4-0, with Commissioners Jones, Robbins, Staten and Thomas in agreement.

CDBG-CV Contract with Gilbert & Associates: Motion was made by Commissioner Staten and seconded by Commissioner Robbins to approve the agreement with Gilbert and Associates for grant administration services in support of Whitfield County's CDBG-CV grant. The County on behalf of the Chattanooga Area Food Bank's Dalton location is pursuing a CDBG-CV grant administered by DCA. The project requires the services of a grant writer/administrator; an RFP was advertised with only one firm submitting an RFP. Gilbert & Associates, Inc. has previously administered CDBG grants for the County. Grant writing fee is \$7,500 and 6% administration fee during term of grant. The motion was approved 4-0, with Commissioners Staten, Jones, Robbins and Thomas in agreement.

CDBG-CV Architect Contract: Motion was made by Commissioner Robbins and seconded by Commissioner Staten to approve the contract with Carter-Watkins for a fee of 8% of the construction cost, with the professional architect report of \$8,500 to be deducted from the architect's fee if the grant is awarded. The motion was approved 4-0, with Commissioners Jones, Staten, Robbins and Thomas in agreement.

Transit Procurement Policy for Whitfield County Transit Service: Motion was made by Commissioner Thomas and seconded by Commissioner Robbins to adopt the Transit Procurement Policy as presented. To receive Federal funding for our Transit service, GDOT has requested the County adopt a Transit Procurement Policy. The only instance in which this policy will be utilized is

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when federal funds are being used. The motion was approved 4-0, with Commissioners Jones, Thomas, Staten and Robbins in agreement.

Human Resources Department: Motion was made by Commissioner Robbins and seconded by Commissioner Staten to approve the Firefighter Incentive Pay and Training Certification Program as presented. The motion was approved 4-0, with Commissioners Jones, Robbins, Staten and Thomas in agreement.

Engineering – Animal Shelter Change Order #2: Motion was made by Commissioner Robbins and seconded by Commissioner Staten to approve the bid from Crown Service Contractors for \$63,887 for interior build-out of the building, to include wall framing, sheetrock, and finishing. The motion was approved 4-0 with Commissioners Jones, Staten, Thomas and Robbins in agreement.

Engineering Department – Tax Commissioner Parking Lot Bid Award: Motion was made by Commissioner Robbins and seconded by Commissioner Jones to table this item. The motion was approved 4-0, with Commissioners Robbins, Staten, Thomas and Jones in agreement.

Public Works – Micro Resurfacing Project: Motion was approved by Commissioner Robbins and seconded by Commissioner Jones to enter into contract with Asphalt Paving Systems for 10 miles of micro resurfacing for \$450,000. To reduce the amount of asphalt resurfacing and minimize cost, micro resurfacing is an alternative pavement treatment that uses polymer-modified asphalt emulsion that speeds up evaporation of moisture and sets in less than one hour, requires no rolling and traffic disruption is minimal. This project is funded by the 2020 SPLOST. The motion was approved 4-0, with Commissioners Staten, Robbins, Jones and Thomas in agreement.

Sheriff's Office Vehicle Surplus: Motion was made by Commissioner Thomas and seconded by Commissioner Jones to declare a 2013 Ford Interceptor surplus and list it on GovDeals.com. The motion was approved 4-0, with Commissioners Staten, Jones, Thomas and Robbins in agreement.

State Paid County Reimbursed Personnel (SPCR) Contract Extension: Motion was made by Commissioner Jones and seconded by Commissioner Staten to approve the contract extension of the District Attorney's office from July 1, 2021 through June 30, 2022 for \$497,252.60. The DA's office personnel are in the process of transitioning from State of Georgia employees to Whitfield County employees. This motion also approved the resolution stating that no new employees of the District Attorney's Office will be added to the SPCR contract and that as state paid slots open within the office, SPCR employees will be transitioned to those open slots. The motion was approved 4-0, with Commissioners Robbins, Staten, Jones and Thomas in agreement.

Whitfield County Department Goals Update:

1. Finance – Director James Garvin updated the Board of the progress of the departments' goals for 2021. Garvin noted two vacancies have been filled, outdated archive imaging system has been replaced and cross-training staff on critical functions is ongoing.

PUBLIC COMMENT:

No public comments.

ADJOURN Unanimous


JEVIN JENSEN, CHAIRMAN
WHITFIELD COUNTY BOARD OF COMMISSIONERS

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Blanca Cardona

BLANCA CARDONA, COUNTY CLERK

DATE: *12/14/2021*