



**PAULDING COUNTY BOARD OF COMMISSIONERS  
WORK SESSION MINUTES  
March 26, 2024**

**Watson Government Complex  
Second Floor – Board of Commissioners Meeting Room**

**CALL TO ORDER:** David L. Carmichael, Chairman

**INVOCATION  
& PLEDGE:** David L. Carmichael, Chairman

**PRESENT:** David L. Carmichael, Chairman; Keith Dunn, Post 1; Sandy Kaecher, Post II; Virginia Galloway, Post III; Jayson Phillips, County Attorney; Frank Baker, County Manager; Rebecca Merideth, County Clerk.

**MINUTES:**

- 1. The March 26, 2024 Work Session Minutes and the March 26, 2024 Board Meeting Minutes were available for review.*

**ANNOUNCEMENTS:**

Team Paulding: Paulding County Parks & Recreations promotional video for “Kite Day” aired for the Commissioners and audience.

The Board of Commissioners presented the Public Safety Appreciation Award to Captain Keith Thomas, Assistant Jail Administrator, with the Sheriff’s Office.

The Board of Commissioners presented the Child Abuse Prevention Awareness Month Proclamation to Ivy Capps, Executive Director, with the Paulding Child Advocacy Center.

**INVITED GUESTS:**

**Chairman Carmichael** asked for a motion to add Carol McLeod to the Agenda.

**Sandy Kaecher** made a motion to add Carol McLeod to the agenda to speak on Paulding County DFCS, seconded by Virginia Galloway. Voting Yea: Chairman Carmichael, Post I Keith Dunn, Post II Sandy Kaecher, Post III Virginia Galloway.

**Carol McLeod** spoke on behalf of the DFCS Board. She thanked the Board of Commissioners for their support. She also thanked the Chairman for reading the Proclamation supporting Social Workers Month at an event this past Friday evening.

**BID AWARDS:**

- 2. Award the FY 2024 Paulding County Right of Way Vertical Mowing Contract II to the lowest responsive bidder, AAA Landscape Management LLC in the amount \$102,780.60. Funding for this project will be allocated from General Funds. Project locations are in Post 2 and 3:* Discussed action to award the FY 2024 Paulding County Right of Way Vertical Mowing Contract II to the lowest responsive bidder, AAA Landscape Management LLC in the amount \$102,780.60. Funding for this project will be allocated from General Funds. Project locations are in Post 2 and 3. George Jones, Transportation Director stated the Finance Department advertised this project and received three (3) bids, which were opened on February 9, 2024. He further stated the project will have a three (3) month completion date from the Notice to Proceed.

**REPORTS FROM COMMITTEES & DEPARTMENTS:**

Chief Deputy, Colonel Chad Hunton presented the 2023 Sheriff’s Report to the Commissioners and audience.

**PUBLIC PARTICIPATION ON AGENDA ITEMS:** None

**CONSENT AGENDA:** The Chairman read the following consent agenda items:

- 3. Authorize the County Manager to sign the additional funding award for the Mental Health Grant J24-8-078 in the amount of \$30,660.00.*

**4. Action to approve streets for perpetual maintenance:**

**The Creek at Arthur Hills/Phase 2, Unit A**

Clubhouse Way

Fairway Drive

**The Creek at Arthur Hills/Phase 2, Unit B**

Fairway Drive

Riverclub Road

**The Creek at Arthur Hills/Phase 2, Unit C**

Clubhouse Way

Riverclub Road

**5. Authorize the Finance Director to sign the Credit Card Processing Agreement with Elavon to accept credit card payments at the Paulding County Landfill.**

**OLD BUSINESS:** None

**NEW BUSINESS:**

**6. Ordinance 2024-04 adopting amendments to the Code of Ethics of Paulding County regarding Conflict of Interest in Zoning-Related Matters:**

Discussed action to adopt Ordinance 2024-04 adopting amendments to the Code of Ethics of Paulding County regarding Conflict of Interest in Zoning-Related Matters. Jayson Phillips, County Attorney stated the County has an Ethics Ordinance with sections regarding Conflicts of Interest. He further stated the amendments state the Commissioners and Planning and Zoning Board Members can be disqualified from taking official action and deliberation if they own property that is the subject of a Rezoning Petition, Special Use Permit, Land Use Permit or a Medical Hardship Application. This also pertains to property owned by immediate family members or if their property is within 1000 feet of the property in the application.

**Ms. Galloway** asked if ownership included partnerships, corporations, every form of ownership and not only direct ownership.

**Mr. Phillips** stated that is correct. Whether you are an individual owner or have interest in a LLC., you would be disqualified.

**Chairman Carmichael** asked about spousal ownership.

**Mr. Phillips** stated the Ordinance definition says immediate family members, which includes spouse, children, siblings, parents and in-laws.

**7. Resolution 2024-07 authorizing acceptance of the GDOT Contract and Costs Associated with the Airport Parkway Extension Paving Project at the Paulding Northwest Atlanta Airport. Matching funds in the amount of \$272,592.00 will be provided from General Funds. This project is located in Post 2:**

Discussed action to adopt Resolution 2024-07 authorizing acceptance of the GDOT Contract and Costs Associated with the Airport Parkway Extension Paving Project at the Paulding Northwest Atlanta Airport. Matching funds in the amount of \$272,592.00 will be provided from General Funds. This project is located in Post 2. Scott Greene, Special Projects Director stated this project will extend the Airport Parkway beyond the Aviation Academy, with a new public entrance to the terminal. He further stated the project will provide better access and opens up additional area for aviation purposes. The project should be completed by mid-September.

**Chairman Carmichael** asked if the big mound of dirt will be removed before the project begins.

**Mr. Greene** stated the mound of dirt does not have to be removed first, but the grading will begin soon.

**Ms. Galloway** asked if there is an Airport Fun Day this week.

**Terry Tibbitts**, Airport Director stated the Georgia Tech Flying Club is coming and bringing planes on Saturday from 10:00am – 2:00pm. There will be flights, displays and food. This is a Georgia Tech event. The Airport is only the host.

**8. Resolution 2024-08 for the Board of Commissioners of Paulding County, Georgia to dissolve the Greater West Georgia Joint Development Authority:**

Discussed action to adopt Resolution 2024-08 for the Board of Commissioners of Paulding County, Georgia to dissolve the Greater West Georgia Joint Development Authority. Jayson Phillips, County Attorney stated this is a clean-up Resolution. The Authority was formed several years ago and has not been staffed or met for a long time. Many of the other Counties have already taken this action.

**9. Contract for Construction Services to Kendall Supply, Inc. to install a Sensus Base Station in an amount not to exceed \$75,000.00 from the Renewal and Extension Fund. Located in Post 1:**

Discussed action to approve a Contract for Construction Services to Kendall Supply, Inc. to install a Sensus Base Station in an amount not to exceed \$75,000.00 from the Renewal and Extension Fund. Located in Post 1. Ray Wooten, Water and Sewer Director stated the County currently has 58,000 customers in the network of meters. This equipment will be installed on the Pickett's Mill Tower and will reach 25,000 customers. The lease was approved at the last meeting.

**10. Amendment to the Contract for Post Construction Monitoring of the Richland Creek Dam to Hazen & Sawyer in the amount of \$117,224.00. Funding through the Renewal and Extension Fund. Located in Post 4:**

Discussed action to award an Amendment to the Contract for Post Construction Monitoring of the Richland Creek Dam to Hazen & Sawyer in the amount of \$117,224.00. Funding through the Renewal and Extension Fund. Located in Post 4. Ray Wooten, Water and Sewer Director stated the dam at the Richland Creek Reservoir is monitored as water is pumped in and rising to a certain level. He further stated there has been an issue with Atlanta Gas Light for over 2½ years, which has caused a delay in filling the reservoir to capacity. Safe Dam requires monitoring of the dam for a year after it reaches full capacity. Water and Sewer is asking to extend the Contract until the reservoir is full, and the following year.

**11. Purchase of Granulated Activated Carbon in the amount of \$226,822.00. Funding through the Renewal and Extension Fund. Located in Post 4:**

Discussed action to approve the purchase of Granulated Activated Carbon in the amount of \$226,822.00. Funding through the Renewal and Extension Fund. Located in Post 4. Ray Wooten, Water and Sewer Director stated Granulated Activated Carbon is used after the water is treated to remove carbons and to polish it for taste and odor removal. Calgon is the vendor and will remove and restock the material in two (2) vessels.

**12. Professional Services Agreement with Croy Engineering for Professional Engineering Services for a new scale and scale house at the Seven Hills Transfer Station, in the amount of \$89,190.00. This funding will be allocated from General Funds. Located in Post 4:**

Discussed action to authorize the Chairman to sign a Professional Services Agreement with Croy Engineering for Professional Engineering Services for a new scale and scale house at the Seven Hills Transfer Station, in the amount of \$89,190.00. This funding will be allocated from General Funds. Located in Post 4. Ann Lippmann, Community Development Director stated the purpose of this agreement is to obtain Civil Engineering Services for the preparation of Civil Site Construction Documents to permit and construct a new scale and scale house.

**13. HVAC Installation Project at 210 Paulding Lane to Pro Air Tech Inc. in the amount of \$53,855.00. This project is located in Post 2. SPLOST Funds will be used for this project:**

Discussed action to approve the HVAC Installation Project at 210 Paulding Lane to Pro Air Tech Inc. in the amount of \$53,855.00. This project is located in Post 2. SPLOST Funds will be used for this project. Jerimiah Fields, Property Management Director stated this is heating and air for the gym at the new Senior Center. Pro Air Tech submitted the lowest bid from several companies. He further stated this company has performed work on other county buildings.

**Commissioner Dunn** asked if this amount includes Engineering for structural modifications for the rooftop unit.

**Mr. Fields** stated there will be an additional \$15,000.00 for electrical and support steel that will come from other contractors.

**14. Agreement with Petra Architecture for Design and Engineering Services for a new Fleet Maintenance Facility at 25 Industrial**

**Way North in the amount of \$148,500.00:**

Discussed action to authorize the Chairman to enter into an Agreement with Petra Architecture for Design and Engineering Services for a new Fleet Maintenance Facility at 25 Industrial Way North in the amount of \$148,500.00. Jeremiah Fields, Property Management Director stated the current facility is not meeting the needs to maintain the County Fleet. The County has used Petra Architecture on other facilities.

**CONCLUSION OF REGULAR BUSINESS**

**PUBLIC PARTICIPATION ON NON-AGENDA ITEMS:** None

**Chairman Carmichael** asked if any of the Commissioners had any comments or announcements.

**Commissioner Galloway** wished everyone a Happy Easter. Also, she asked everyone to be careful, aware and alert while on Spring Break.

**EXECUTIVE SESSION:** Sandy Kaecher made a motion to adjourn to Executive Session for the purpose of Real Estate, seconded by Chairman Carmichael. Voting Yea: Chairman Carmichael, Post I Keith Dunn, Post II Sandy Kaecher, Post III Virginia Galloway.

**Chairman Carmichael** called the meeting back to order.

**Commissioner Dunn** made a motion to add the following two (2) New Business items to the Board Meeting Agenda authorizing the Chairman to execute two (2) Real Estate Purchase Contracts and all related closing documents. Seconded by Commissioner Galloway. Voting Yea: Chairman Carmichael, Post I Keith Dunn, Post II Sandy Kaecher, Post III Virginia Galloway.

15. Action to authorize the Chairman to execute a real estate purchase Contract with Thomas Ray Pitts and Kelly A. Pitts (See Attachment "E") and all other related closing documentation to purchase Paulding County Tax Parcel 113.3.3.002.0000 consisting of the home at 833 Mt. Tabor Church Road in the amount of \$600,000.00. SPLOST funds will be used for this purchase. The land is located in Post 1.
16. Action to authorize the Chairman to execute a real estate purchase contract with Thomas Ray Pitts and John Walter Pitts, Jr., (See Attachment "F") and all other related closing Documentation to purchase Paulding County Tax Parcels 113.3.4.019.0000 and 113.3.4.007.0000 consisting of approximately 51 acres, more or less, surrounding the home at 833 Mt. Tabor Church Road in the amount of \$1,800,000.00., and to authorize an additional \$48,500.00 for environmental testing, surveying, and conceptual design. SPLOST funds will be used for this purchase. The land is located in Post 1.

**ADJOURNMENT:** Sandy Kaecher made a motion to adjourn the meeting, seconded by Chairman Carmichael. Voting Yea: Chairman Carmichael, Post I Keith Dunn, Post II Sandy Kaecher, Post III Virginia Galloway.