

# PUTNAM COUNTY BOARD OF COMMISSIONERS



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117 Putnam Drive, Suite A ♦ Eatonton, GA 31024

## **Minutes**

**Tuesday, April 16, 2019 ♦ 6:30 PM**

*Putnam County Administration Building – Room 203*

The Putnam County Board of Commissioners met on Tuesday, April 16, 2019 at approximately 6:30 PM in the Putnam County Administration Building, 117 Putnam Drive, Room 203, Eatonton, Georgia

### *PRESENT*

Chairman Billy Webster  
Commissioner Kelvin Irvin  
Commissioner Daniel Brown  
Commissioner Bill Sharp  
Commissioner Trevor Addison

### *STAFF PRESENT*

County Attorney Adam Nelson  
County Manager Paul Van Haute  
Deputy County Manager Lisa Jackson  
County Clerk Lynn Butterworth

### **Opening**

1. Welcome - Call to Order

Chairman Webster called the meeting to order at approximately 6:31 p.m.  
(Copy of agenda made a part of the minutes on minute book page \_\_\_\_\_.)

2. Invocation

Dr. Velde Hardy from Mt. Pleasant Baptist Church gave the invocation.

3. Pledge of Allegiance (TA)

Commissioner Addison led the Pledge of Allegiance.

4. Special Presentations

a. Presentation by Brianna Williams on Scouting

Ms. Brianna Williams, Oconee District Executive for Boy Scouts of America spoke on the scouting program in Putnam County. She reported there are four scouting units serving in Putnam County and they are in the process of forming a new girl's troop. She shared some of what they are doing and explained that volunteers are always welcome.

b. Proclamation for Child Abuse Prevention Month

A proclamation declaring April as Child Abuse Prevention month was presented to members of Mt. Pleasant Baptist Church.

(Copy of proclamation made a part of the minutes on minute book page \_\_\_\_\_.)

**Zoning Public Hearing**

5. Request by Charles McMichael to rezone 3.603 acres at 862 Pea Ridge Road from AG-1 to R-2 [Map 092, part of Parcel 025, District 2] (staff-P&D)

Chairman Webster opened the Zoning Public Hearing at approximately 6:41 p.m.

Mr. Clayborn McMichael spoke in support of this request. No one signed in to speak against this item. Planning & Development staff recommendation was for approval with the following conditions: (1) the remaining 5.197 acres must be combined with the adjacent parcel: Map 092, Parcel 023, the acreage cannot be used or sold as a standalone parcel (2) this rezoning shall be conditioned upon the resurveying and recordation of the plat as stated in Section 66-165 (e)(3) of the Putnam County Code of Ordinances.

Chairman Webster closed the Zoning Public Hearing at approximately 6:45 p.m.

**Motion to approve the request by Charles McMichael to rezone 3.603 acres at 862 Pea Ridge Road from AG-1 to R-2 [Map 092, part of Parcel 025] with the following conditions: (1) the remaining 5.197 acres must be combined with the adjacent parcel: Map 092, Parcel 023, the acreage cannot be used or sold as a standalone parcel (2) this rezoning shall be conditioned upon the resurveying and recordation of the plat as stated in Section 66-165 (e)(3) of the Putnam County Code of Ordinances.**

**Motion made by Commissioner Brown, Seconded by Commissioner Addison.**

**Voting Yea: Commissioner Irvin, Commissioner Brown, Commissioner Sharp, Commissioner Addison**

**Regular Business Meeting**

6. Public Comments

None

7. Approval of Agenda

**Motion to approve the agenda.**

**Motion made by Commissioner Addison, Seconded by Commissioner Sharp.**

**Voting Yea: Commissioner Irvin, Commissioner Brown, Commissioner Sharp, Commissioner Addison**

8. Consent Agenda
  - a. Approval of Minutes - March 18, 2019 Called Meeting (staff-CC)
  - b. Approval of Minutes - March 19, 2019 Regular Meeting and Executive Session (staff-CC)
  - c. Approval of Minutes - April 12, 2019 Work Session (staff-CC)
  - d. Approval of Final Plat-Harmony Farms Subdivision (staff-P&D)

Commissioner Irvin asked to withdraw item b from the Consent Agenda.

**Motion to approve Consent Agenda items a., c., and d.**

**Motion made by Commissioner Addison, Seconded by Commissioner Irvin.**

**Voting Yea: Commissioner Irvin, Commissioner Brown, Commissioner Sharp,  
Commissioner Addison**

**Motion to approve Consent Agenda item b.**

**Motion made by Commissioner Sharp, Seconded by Commissioner Addison.**

**Voting Yea: Commissioner Brown, Commissioner Sharp, Commissioner Addison**

**Voting Abstaining: Commissioner Irvin (he was not present at the March 19, 2019 meeting)**

9. Approval of Appointment of Karen P. Owen as Associate Probate Judge (Probate Court)  
Judge Underkofler explained that she has decided to appoint Karen Owen as Associate Judge and it requires BOC approval. Ms. Karen Owen commented that she would love the opportunity to serve in this role.

**Motion to approve the appointment of Karen Owen as Associate Probate Judge.**

**Motion made by Commissioner Addison, Seconded by Commissioner Irvin.**

**Voting Yea: Commissioner Irvin, Commissioner Brown, Commissioner Sharp,  
Commissioner Addison**

(Copy of documents made a part of the minutes on minute book pages \_\_\_\_\_ to \_\_\_\_\_.)

Chairman Webster called Mr. Wes Peters to speak on item 8d as he forgot earlier. Mr. Peters spoke in support of the Final Plat approval for Harmony Farms Subdivision.

10. 2020 Census Complete Count Committee Presentation and Approval of formula for committee appointments (BW)

Mr. Bob Landau, Chairman of the Complete Count Committee, thanked the board for making him chairman. He explained his proposal for filling the committee was to appoint six people recommended by the City Council and 15 people recommended by the Board of Commissioners, for a total of 21 committee members. This equals one committee member per 1000 citizens. He requested that the appointments be made at the May 3, 2019 BOC meeting and advised that he will call the first committee meeting shortly thereafter. He also explained the five phases of the census program: 1. education; 2. awareness; 3. motivation; 4. reminder; 5. recognition and distributed a handout. Mr. Landau also introduced Mr. Tyrone Smith, Recruiting Assistant for US Census Bureau. Mr. Smith informed the board that he is assigned to Putnam County and other counties in the area and he is here to let everyone know that the Census Bureau is hiring people from the community. The positions pay \$14.50 per hour and responsibilities will include going in neighborhoods and confirming addresses. They are looking for about 36 people fulltime and part-time.

**Motion to approve the formula for Complete Count Committee appointments, presented by Mr. Bob Landau, of one committee member per 1000 citizens.**

**Motion made by Commissioner Addison, Seconded by Commissioner Irvin.**

**Motion amended by Commissioner Addison to include, specifically 21 members with 15 from the county and six from the city.**

**Amended motion seconded by Commissioner Sharp.**

**Voting Yea: Commissioner Irvin, Commissioner Brown, Commissioner Sharp, Commissioner Addison**

11. Authorization for Chairman to sign Resolution to Revoke Consent to Amendment to the By-Laws of EPWSA (BW)

Chairman Webster explained that a resolution was passed by the county in 2010 to allow EPWSA to make changes to their bylaws without approval from the BOC. A similar resolution was needed from the city and one was never passed.

**Motion to authorize the Chairman to sign the Resolution to Revoke Consent to Amendment to the By-Laws of EPWSA.**

**Motion made by Commissioner Addison, Seconded by Commissioner Irvin.**

**Voting Yea: Commissioner Irvin, Commissioner Brown, Commissioner Sharp, Commissioner Addison**

(Copy of resolution made a part of the minutes on minute book page \_\_\_\_\_.)

12. Authorization to construct an Improved Landing Zone on the Administration Building property (staff-CM)

County Manager Van Haute advised that the field next to the Administration Building has been used several times for emergency helicopter landings. The rain keeps that area very damp, so he was requesting a 35x35 slab with a six-foot-wide walkway to be a designated site for air medivac use.

**Motion to authorize construction of an Improved Landing Zone on Administration Building property not to exceed \$3000.**

**Motion made by Commissioner Sharp, Seconded by Commissioner Irvin.**

**Voting Yea: Commissioner Irvin, Commissioner Brown, Commissioner Sharp, Commissioner Addison**

The board requested that the location be verified.

13. Authorization for Chairman to sign Resolution accepting Willow Forest Subdivision Roads (BW)

County Attorney Nelson explained that citizens had asked about the ownership of the roads in Willow Forest Subdivision. He advised that he reviewed records and it appears they are county roads and the resolution just clarifies that position.

**Motion to authorize the Chairman to sign the Resolution accepting Willow Forest Subdivision Roads.**

**Motion made by Commissioner Addison, Seconded by Commissioner Irvin.**

**Voting Yea: Commissioner Irvin, Commissioner Brown, Commissioner Sharp, Commissioner Addison**

(Copy of resolution made a part of the minutes on minute book page \_\_\_\_\_.)

Meeting recessed at approximately 8:02 p.m.

Meeting reconvened at approximately 8:12 p.m.

14. Appointment to the Putnam Development Authority (staff-CC)

**Mr. John Wojtas was nominated for appointment to the Putnam Development Authority.**

**Nomination made by Commissioner Sharp, Seconded by Commissioner Addison.**

**Voting for Mr. Wojtas: Commissioner Irvin, Commissioner Brown, Commissioner Sharp, Commissioner Addison**

15. Appointment to the Lake Oconee Area Development Authority (staff-CC)

**Mr. Michael Feldman was nominated for appointment to the Lake Oconee Area Development Authority.**

**Nomination made by Commissioner Brown, Seconded by Commissioner Irvin.**

**Voting for Mr. Feldman: Commissioner Irvin, Commissioner Brown, Commissioner Sharp, Commissioner Addison**

16. Appointment to the Putnam County Department of Family & Children Services Board (staff-CC)

**Ms. Lucille Feldman was nominated for appointment to the Putnam County Department of Family & Children Services Board.**

**Nomination made by Commissioner Irvin, Seconded by Commissioner Addison.**

**Voting for Ms. Feldman: Commissioner Irvin, Commissioner Brown, Commissioner Sharp, Commissioner Addison**

17. Appointment to the Central Georgia Joint Development Authority (staff-CC)

**Commissioner Bill Sharp was nominated for appointment to the Central Georgia Joint Development Authority.**

**Nomination made by Commissioner Addison, Seconded by Commissioner Irvin.**

**Voting for Commissioner Sharp: Commissioner Irvin, Commissioner Brown, Commissioner Addison**

**Voting Abstaining: Commissioner Sharp**

18. Confirmation of PDA appointments to the Central Georgia Joint Development Authority (staff-CC)

**Motion to confirm the appointments of Patty Burns and Walt Rocker III to the Central Georgia Joint Development Authority**

**Motion made by Commissioner Sharp, Seconded by Commissioner Addison.**

**Voting Yea: Commissioner Irvin, Commissioner Brown, Commissioner Sharp, Commissioner Addison**

19. Recommendation for Appointment to the Hospital Authority - Post 1 (staff-CC)

**Motion to recommend Glenda Ridley, Nancy Chaklos, and David Owens for appointment to the Hospital Authority.**

**Motion made by Commissioner Addison, Seconded by Commissioner Irvin.**

**Voting Yea: Commissioner Irvin, Commissioner Brown, Commissioner Sharp, Commissioner Addison**

### **Reports/Announcements**

20. County Manager Report

County Manager Van Haute reported the following:

- paving has fallen behind and it's come to recent attention that Womack Paving is no longer part owner of the asphalt plant. He's trying to get a meeting with Womack to discuss the situation but can't get hold of them – we might have to call the bond
- our IT system has been actively hacked recently and we have upped security measures; we need to encourage lawmakers to put IT security under the same executive session privileges as real estate, legal, and personnel
- wellness program is working, our insurance renewal will reflect a 4.11% decrease
- Ask the FCC event will be here at the Administration Building on May 8
- he will not be attending the ACCG Annual Conference in Savannah, he is instead going to Stephanie's college graduation

21. County Attorney Report

County Attorney Nelson advised that an Executive Session is needed.

22. Commissioner Announcements

Commissioner Irvin: reported on the first courthouse landscape committee meeting-multiple types of grass is growing, will need to figure out which is best and get it the same all over-also need to verify the operation of the irrigation system.

Commissioner Brown: also reported on the landscape committee meeting-first step will be to establish good grass to build on.

Commissioner Sharp: invited everyone to Holy Week services this week at 1st Baptist Church at 12:00 followed by lunch at 12:30.

Commissioner Addison: reminded everyone about the Child Abuse Prevention proclamation and pinwheel ceremony tomorrow morning at 9:30 on the courthouse square.

Chairman Webster: none

**Executive Session**

23. Motion to enter closed session as allowed by O.C.G.A. 50-14-4, if necessary, for personnel, litigation or real estate

**Motion to enter closed session as allowed by O.C.G.A. 50-14-4 for litigation & real estate purposes.**

**Motion made by Commissioner Addison, Seconded by Commissioner Sharp.**

**Voting Yea: Commissioner Irvin, Commissioner Brown, Commissioner Sharp, Commissioner Addison**

Meeting closed at approximately 8:37 p.m.

24. Motion to reopen meeting and execute affidavit concerning the subject matter of the closed portion of the meeting

**Motion to reopen the meeting and execute the affidavit concerning the subject matter of the closed portion of the meeting.**

**Motion made by Commissioner Addison, Seconded by Commissioner Sharp.**

**Voting Yea: Commissioner Irvin, Commissioner Brown, Commissioner Sharp, Commissioner Addison**

(Copy of affidavit made a part of the minutes on minute book page \_\_\_\_\_.)

Meeting reopened at approximately 9:30 p.m.

25. Action, if any, resulting from closed session  
No action was taken.

**Closing**

26. Adjournment

**Motion to adjourn the meeting.**

**Motion made by Commissioner Sharp, Seconded by Commissioner Addison.**

**Voting Yea: Commissioner Irvin, Commissioner Brown, Commissioner Sharp,  
Commissioner Addison**

Meeting adjourned at approximately 9:31 p.m.

ATTEST:

Lynn Butterworth  
County Clerk

Billy Webster  
Chairman