

**DAWSON COUNTY BOARD OF COMMISSIONERS
WORK SESSION AGENDA - TUESDAY, OCTOBER 10, 2017
DAWSON COUNTY GOVERNMENT CENTER ASSEMBLY ROOM
4:00 PM**

NEW BUSINESS

1. Presentation of Clinical Contract with North Georgia Technical College- Lanier Swafford, Director of Emergency Services
2. Presentation of 2017-2018 Emergency Management Performance Grant (EMPG) Application- Lanier Swafford, Director of Emergency Services
3. Presentation of Proposed Update to Dawson County Emergency Services Prevention Fee Schedule- Lanier Swafford, Director of Emergency Services
4. Presentation of Phase Two SPLOST VI Road Improvement Project Budget Update- David McKee, Public Works Director
5. County Manager Report
6. County Attorney Report

Backup material for agenda item:

1. Presentation of Clinical Contract with North Georgia Technical College- Lanier Swafford, Director of Emergency Services



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: Emergency Services

Work Session: 12 October 2017

Prepared By: Lanier Swafford

Voting Session: 19 October 2017

Presenter: Lanier Swafford

Public Hearing: Yes ___ No X

Agenda Item Title: Clinical Contract with North Georgia Technical College

Background Information:

This request is for the Board of Commissioners to consider a clinical contract with North Georgia Technical College in Clarkesville, GA. The purpose of this contract is to allow for EMT and Paramedic students enrolled in such programs at NGT, to engage in clinical opportunities with Dawson County Emergency Services.

Current Information:

NG Tech is only one of two technical colleges in NE Georgia which conduct a paramedic program. DCES has previously had a clinical contract with the school. This opportunity allows for the student to experience field opportunities while in school and allows for DCES to evaluate students and possibly recruit future employees.

Budget Information: Applicable:___ Not Applicable: X Budgeted: Yes ___ No X

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
					0	

Recommendation/Motion: Motion to approve the Clinical Contract between the Dawson County Board of Commissioners and North Georgia Technical College as presented.

Department Head Authorization: Lanier Swafford

Date: 01 Oct. 2017

Finance Dept. Authorization: Vickie Neikirk

Date: 10/3/2017

County Manager Authorization: DH

Date: 10/04/2017

County Attorney Authorization: _____

Date: _____

Comments/Attachments:

Application is attached and has been review by legal.

**Memorandum of Agreement
between
North Georgia Technical College
and
Dawson Co EMS**

I. Purpose

The purpose of this Memorandum of Agreement (“Agreement”) is to provide instruction and practice for North Georgia Technical College Students (“Students”) at the Dawson Co EMS. The instruction and practice is intended to benefit the College’s Students in accomplishing their educational goals and create a highly trained work force.

II. Parties

North Georgia Technical College (hereinafter the “College”) and Dawson Co EMS (hereinafter the “Facility”).

III. Affiliating Agreement

This is a mutual Agreement between the Facility and the College that provides for the Facility to accept Students in the **Emergency Professions Technology** programs for College faculty coordinated clinical experience in the Students’ field of study. In addition, this agreement provides:

- A. Educational experiences will be provided by the College and the Facility without regard to race, color, national origin, sex, religion, disability, genetic information or age of the persons involved. Provided however, that with respect to disability, the disability must not be such as would, even with reasonable accommodation, in and of itself preclude Participant’s participation in the program.
- B. While the educational experiences contemplated by this agreement shall be offered jointly, the College shall maintain control over the curriculum offered the College’s Students and the Facility shall maintain control and responsibility for its patients/clients.
- C. Educational experiences will be of such content and cover such periods of time as may from time to time be mutually agreed upon by the College and the Facility. The starting and ending date for each individual educational experience shall be agreed upon before the experience commences.
- D. The number of Students participating in each educational experience shall be

Memorandum of Agreement
Dawson Co EMS

determined by mutual agreement of the parties and at any time may be modified by mutual agreement.

- E. The Facility will serve as a clinical laboratory and will furnish facilities for the Students in such manner and at such time as the parties herein mutually agree.
- F. The Facility will not be required to provide free treatment for Students or College faculty. Students or College faculty may request treatment from the Facility at their own personal expense. The College does not accept any liability or responsibility whatsoever for treatment individually requested by a College Student or College faculty member.
- G. Clinical rotation(s) will be planned by the College faculty of the College program(s), in conjunction with the Facility's representative, in order to meet requirements mandated by the College or licensing/certification Board.
- H. No College faculty or Student will receive monetary or other type of reimbursement from the Facility for work done during the clinical rotation. Nor shall any College faculty or Student hold him or herself out as an employee or agency of the Facility during the clinical rotation.

IV. The Facility Agrees To The Following:

- A. Provide a program of clinical experience for the Students to engage in so as to benefit their knowledge of the Student's program of study at the College. The number of hours and experience may vary each year but will be mutually agreed upon with the College.
- B. The Facility will retain responsibility for the care of the patients, clients and/or customers and will maintain administrative and professional supervision of Students, insofar as their presence affects the operation of the Facility and/or patient, client or customer care.
- C. Observe the following personnel policies:
 - 1. College faculty and Students will be permitted to observe the College's calendar for holidays and events.
 - 2. Students will be allowed to make up time lost due to unavoidable absences.

Memorandum of Agreement
Dawson Co EMS

3. Students shall wear the accepted College uniform or conform to Facility policies regarding acceptable dress during the clinical experience.
 4. Faculty employed by the Technical College System of Georgia (“TCSG”) or the College will be under the full jurisdiction of the College’s administration.
- D. The Facility shall maintain insurance as it deems advisable to protect itself as appropriate given the College’s limitations on liability for damages as described below in Paragraph V, subsections (I), (J) and (K).
- E. Make provisions for orientation of College faculty members to the facilities, philosophies, and policies of the respective Facility. Such orientation shall include instruction on the Facility’s privacy policies and procedures, particularly as related to patient health or other confidential information.
- F. Assist in the orientation of the Students to the Facility and clear channels of administration for the use of equipment and records as necessary for teaching purposes and in accordance with Facility policies. Such orientation shall include instruction on the Facility’s privacy policies and procedures, particularly as related to patient health or other confidential information.
- G. In a case of improper exposure to bodily fluids, airborne tuberculosis, pathogens, antibody and or antigen by a Student or College faculty member, the Facility will use its best efforts to appropriately test the source patient and to obtain the patient’s consent for disclosure of test results to the College’s infection control personnel.
- H. Facility staff shall, upon request, assist the College and College faculty in the evaluation of the learning and performance of participating Students. The Facility agrees to keep confidential any Student records or information it may obtain unless it has otherwise obtained prior written consent of the Student.
- I. Provide on the job training that complies with the Fair Labor Standards Act regarding trainees by meeting all six of the following criteria:
1. The training, even though it includes actual operation of the Facility, is similar to that which would be given at the College;
 2. The training is for the benefit of the Students;

Memorandum of Agreement
Dawson Co EMS

3. The Students do not displace regular employees of the Facility, but work under constant supervision of Facility employees;
 4. The Facility that provides the internship derives no immediate advantage, economic or otherwise, from the activities of the Students and, on occasion, the operations of the Facility may even be impeded;
 5. The Students are not necessarily entitled to a job at the Facility at the conclusion of the training period; and
 6. The Facility and the Students understand that the Students are not entitled to wages for the time spent in training.
- J. Provide a safe work environment for College faculty and Students.
- K. Assist and cooperate with the College in investigations related to complaints related to the educational experience at the Facility.
- V. The College Agrees To The Following:**
- A. Ensure that the College's Student Code of Conduct is enforced for the Students at the Facility. Any Student whose behavior, conduct, attitude, or attire is in conflict with the College's Student Code of Conduct will be subject to appropriate disciplinary actions.
 - B. Provide College faculty in accordance with the required student-faculty ratio as mandated by the state licensing/certification agency or by the local Facility regulation(s).
 - C. Provide College faculty who have experience in specialty area where they will be supervising Students.
 - D. Assure that Students with unsatisfactory performance in the classroom and/or clinical practicum will not be placed on clinical assignments.
 - E. Provide specific written clinical behavioral objectives for the Facility staff prior to Student rotation. Conferences will be scheduled with Facility staff during rotation to discuss Student learning, Student performance, and patient services.
 - F. Submit a schedule with names of attending Students at least two weeks prior to the beginning of the Student's first day at the Facility.

**Memorandum of Agreement
Dawson Co EMS**

- G. Provide for all administrative functions required by the Facility necessary for smooth operation of the program (i.e., joint review of the use of clinical facilities).**
- H. Require the observance of Facility policies and procedures by the Students and faculty.**
- I. Assure that each Student and College faculty member has professional liability insurance with minimum coverage of one million dollars to cover his or her acts or omissions.**
- J. The College is self-insured under the State of Georgia, Department of Administrative Services, Risk Management Division, against tort claims, including comprehensive automobile liability, in the amount of one million (\$1,000,000) per person and three million (\$3,000,000) per occurrence; the College also maintains workers' compensation insurance through the State of Georgia.**
- K. The College is prohibited by the Constitution of Georgia from contracting to indemnify or hold harmless any individual or entity. Article VII, Sec. 4, Paragraph 8; Article III, Sec. 6, Para. 6, Constitution of the State of Georgia. The College will be liable only for personal injury or property damage caused by acts or omissions of its employees in the performance of this contract to the extent provided by the Georgia Tort Claim Act (O.C.G.A. § 50-21-20 et seq.)**
- L. The College shall, to the extent required by law or policy, offer to Students and College faculty at substantial risk of directly contacting body fluids or airborne tuberculosis, pathogens, antibody and or antigen testing and vaccination in accordance with requirements of the Occupational Health and Safety Administration and the Centers for Disease Control and Prevention. The College shall follow then current Technical College System of Georgia Policy following an exposure of a college faculty or Student.**
- M. Maintain the following information on each Student who will be participating in clinicals:

Name, address, medical/dental/immunization record, Basic Life Support (BLS) certification.**

VI. Withdrawal of Student from Facility

- A. The Facility may request the College withdraw any Student from the educational experience at the Facility whose work or conduct may have a detrimental effect on patients or personnel; and/or reserves the right not to accept any Student who has previously been discharged by the Clinical Institute for non-discriminatory reasons, including but not limited to criminal or fraudulent activity, perceived lack of competency or failure to comply with the policies, procedures and rules of the College or Facility.
- B. The College may request the withdrawal from the Facility of any Student whose progress, achievement, or adjustment does not justify continuance in the educational experience at the Facility.

VII. Representatives

Any communication regarding this contract should be directed to the following representatives:

For the College:
Brenton Birr
Emergency Services Clinical Coordinator
8989 GA Hwy 17 S
Toccoa, GA 30577
706-779-8144

For the Facility:
Lanier Swafford
EMS Director

VIII. Prohibition of Gratuities

All of the parties hereby certify that the provisions of O.C.G.A. § 45-10-20 through § 45-10-28, which prohibit and regulate certain transactions between State Officials, employees and the State of Georgia, and O.C.G.A. § 45-1-6, which prohibits gratuities, have not been violated and will not be violated in any respect throughout the term of this Contract.

IX. Additional Mutual Agreements

Memorandum of Agreement
Dawson Co EMS

A. “Intentionally left blank.”

X. Miscellaneous

A. Term

1. The terms and conditions of this agreement shall be periodically reviewed by the parties.
2. This agreement will remain in effect until **December 31, 2019**.
3. Either party may terminate this agreement upon a 90 day notice in writing to the other party. However, if either party wishes to terminate this agreement it is understood that Students then enrolled in the educational experience at the facility shall be given the opportunity to complete the educational experience.

B. Entire Agreement

This Agreement, together with any documents incorporated herein, constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior negotiations, representations or contracts. No written or oral agreements, representations, statements, negotiations, understandings, or discussions which are not set out, referenced, or specifically incorporated into this Agreement shall in any way be binding or of effect between the parties.

C. Assignment

Neither party shall assign this Agreement, in whole or in part, without the prior written consent of the other party, and any attempted assignment not in accordance herewith shall be null and void and of no force or effect.

D. Applicable law


This Agreement shall be governed in all respects by the laws of the State of Georgia.

E. Amendments in Writing

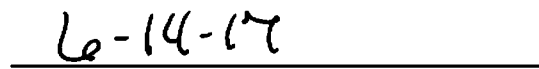
Memorandum of Agreement
Dawson Co EMS

No amendment of this Agreement, or any of the terms or provisions hereof, shall be binding upon either party except by a writing executed by both parties.

North Georgia Technical College _____



President



Date

Signing Party, Title

Date

As set forth in its student catalog, North Georgia Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, sex, religion, disability, age, political affiliation or belief, genetic information, veteran status, or citizenship status (except in those special circumstances permitted or mandated by law).

The following person(s) has been designated to handle inquiries regarding the non-discrimination policies: Mike King, VP for Student Affairs, at 706-754-7711 (Title VI, IX, II) or Kay Morgan, special services contact, at 706-754-7828 (Sec. 504/Title I/ADA), on the Clarkesville Campus.

Backup material for agenda item:

2. Presentation of 2017-2018 Emergency Management Performance Grant (EMPG)
Application- Lanier Swafford, Director of Emergency Services



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: Emergency Services

Work Session: 12 October 2017

Prepared By: Lanier Swafford

Voting Session: 19 October 2017

Presenter: Lanier Swafford

Public Hearing: Yes _____ No X

Agenda Item Title: 2017 Emergency Management Performance Grant Application

Background Information:

For many years, County Emergency Management Agencies who complete the mandatory activity and reporting requirements for GEMA have been eligible to receive a 50/50 matching grant to support EMA activities such as mitigation, preparation, and response to emergency situations. Dawson County has received this grant multiple times through the years. These funds cover a portion of the cost for Swift Reach (Reverse 911 System), weather siren maintenance, and radar subscription for the EOC.

Current Information:

This year the base award formula for the EMPG grant was modified and Dawson will receive increase \$7784.00 in the 2017-2018 budget year. This is a 50/50 matching grant for a total of \$15,568.00

Budget Information: Applicable: X Not Applicable: _____ Budgeted: Yes X No _____

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
General	EMA		\$7784.00		0	

Recommendation/Motion: Motion to approve the 2017-2018 Emergency Management Performance Grant application as presented.

Department Head Authorization: Lanier Swafford

Date: 01 Oct. 2017

Finance Dept. Authorization: Vickie Neikirk

Date: 10/3/2017

County Manager Authorization: DH

Date: 10/04/2017

County Attorney Authorization: _____

Date: _____

Comments/Attachments:

Application is attached.

GEORGIA EMERGENCY MANAGEMENT & HOMELAND SECURITY AGENCY
 FY 2017 Emergency Management Performance Grant (2017 EMPG)
Base Award Application

This application is for the FY 2017 EMPG Base Award submitted to the Georgia Emergency Management & Homeland Security Agency (GEMA/HS). Please complete *all* sections and provide *all* information as requested. **Incomplete applications will be removed from further consideration.** The applicant will be required to match the EMPG Base Award Funds with a 50/50 (dollar for dollar) local non-federal cash, in-kind or combination local match. If you require assistance with this application, please contact your GEMA/HS Field Coordinator.

Applicant Information

Implementing Agency	Dawson County Emergency Management Agency				
DUNS Number	039486055	FEI Number	58-6011882		
Mailing Address	393 Memory Lane				
City	Dawsonville	State	Georgia	ZIP + 4	30534

EMPG Award	Local Cash Match	Local In-Kind Match	Total EMA Budget
\$7784	\$7784		\$15,568.00

Local Contact Information

Authorized Agent Name	Phone	Email Address
Billy Thurmond	706-344-3501	chairman@dawsoncounty.org

Project / Application Manager	Phone	Email Address
Lanier Swafford	678-776-4436	lswafford@dawsoncounty.org

Local Goals/Objectives for EMPG FY 2017 (EXAMPLES: enhance warning systems, direction & control, etc.)

This grant aids in funding the SwiftReach 911 Emergency Notification System, Barron Weather Services, and the maintenance of eight (8) weather warning sirens. In addition it provides funding for EMA Training, equipment, and software to support and maintain the Emergency Operations Center (EOC).

GEORGIA EMERGENCY MANAGEMENT & HOMELAND SECURITY AGENCY

FY 2017 Performance Partnership Agreement

The FY 2017 Performance Partnership Agreement (PPA) between the *Georgia Emergency Management & Homeland Security Agency (GEMA/HS)* and the Dawson County Government.

In order to best ensure that state and local governments are fully prepared to help their citizens in times of emergency, the Dawson County Government, the Dawson County Emergency Management Agency (EMA) and its Director agree to meet the requirements specified in the Official Code of Georgia Annotated (Section 38-3-27), of the Georgia Emergency Management Act of 1981, as amended, the Federal Emergency Management Agency (FEMA) FY 2017 Emergency Management Preparedness Grant (EMPG) Guidance, and those rules, regulations and guidelines dictated by the Director of GEMA/HS.

GEMA/HS agrees to provide required and necessary state and federal resources to local governments on a timely basis in response to major emergencies and disasters; a comprehensive training and exercise program for emergency personnel; and other critical situational information. GEMA/HS further agrees to provide funding support to ***local qualified governments*** for appropriate expenses; administer and manage federal and state assistance programs for the benefit of local governments; provide necessary and requested information, advice, recommendations and technical assistance concerning emergency management/homeland security administrative, operations and planning issues and to eliminate restrictive and unnecessary administrative requirements in managing its responsibilities on behalf of local governments.

APPROVAL and REVIEW

By signing this PPA the parties agree to work cooperatively in accomplishing the objectives set forth above.

This PPA must be signed by the local EMA Director and the Chief Elected Official (CEO) of the local government and the Director of GEMA/HS. Evaluation of progress will be reviewed by the GEMA/HS Area Field Coordinator. **Lack of satisfactory 2016 GEMA/HS PPA/Work Plan progress may be cause for recommendation that eligibility for federal or state assistance be withdrawn.**

Local EMA Director

Date

City/County CEO

Date

GEMA/HS Director

Date

GEMA/HS Area Field Coordinator

Date

GEMA/HS RISK ASSESSMENT SURVEY

Today's date (MM/DD/YYYY): / /

Agency Name:

Tax Status:

Appropriated Division of the Town

501(C)(3)

Other

Please specify

Your Jurisdiction Fiscal Year (e.g. July - June or Jan – Dec)

Legal name of the entity to which the FTIN was assigned

Physical address as listed on SAM.gov

Address

Address 2

City/Town

State:

Zip:

Mailing address

Address: 25 Justice Way, Suite 2313

Address 2:

City/Town: Dawsonville

State: GA Zip: 30534

Financial Point of Contact:

Title: CFO

Name: Vickie Neikirk

Address: 25 Justice Way, Suite 2314 Dawsonville, GA 30534

E-Mail Address: vneikirk@dawsoncounty.org

Phone number: 706-344-3500 ext. 42214

Survey completed by:

Title: EMA Director

Name: Lanier Swafford

Address: 393 Memory Lane Dawsonville, GA 30534

Email Address: lswafford@dawsoncounty.org

Phone number: 678-776-4436

1. Has your organization been audited within the past twelve months?

- No, not within the past twelve months
- Yes, by an outside audit firm
- Yes, by town/local auditors
- Yes, by a State of Georgia auditor
- Yes, by a federal auditor

2. What was the completion date of the most recent audit?

- Our organization has never been audited
- Completion date (MM/DD/YYYY)

3. Did your organization have any findings?

- Our organization has never been audited
- Our organization's audit produced no findings
- Our organization's audit findings have been resolved
- Our organization has an active corrective action plan for our audit findings
- Our organization has not yet addressed our audit findings

4. Is your organization required to have a single audit conducted in accordance with the Single Audit Act (sub recipient expends \$750,000 or more in federal assistance during its fiscal year)? If "No" skip questions 4a through 4d and go to Question 5.

- Yes
- No

4a. Has the A-133 single audit been submitted to primary pass through Party?

Yes – provide date (06/08/2017) and to whom the audit was sent

No

4b. Did the organization have significant audit findings from your last single audit regarding program non-compliance?

Yes

No

4d. If the single audit has not yet been conducted, when will this be completed?
(MM/DD/YYYY)

5. What type of accounting system do you use?

Automated

Manual

6. Does your organization have written policies and procedures for checks and balances of all fiscal transactions?

Yes

No

7. Does your organization maintain for inspection all the books, documents, payroll papers, accounting records and grant files pertaining to sub grant agreements and contracts for a period of three years after the close of the sub-grant?

Yes

No

8. Has your organization obtained a DUNS number?

Yes. Please provide DUNS number

039486055

No

9. Has the DUNS number been registered with the System for Award Management (SAM) at <https://www.sam.gov/portal/public/SAM/>?

Yes – provide expiration date (MM/DD/YYYY)

11/04/2016

No – estimated date of completion (MM/DD/YYYY)

Federal Funding Accountability and Transparency Act Certification

In order to remain in compliance with The Federal Funding Accountability and Transparency Act of 2006 (FFATA) reporting, please complete Items 1 through 7 (and Items 8, 9 and 10 if applicable), sign and certify by an authorized agent.

Sub-recipient award Number: **OEM17** -

Agency Name: **Dawson County Emergency Management Agency**

CFDA Program Number and Program Title: **97.042 Emergency Management Performance Grant (EMPG)**

Sub-award Project Description: **FY 2017 GEMA/HS EMPG Base Award**

1. Sub-recipient DUNS Number 039486055
2. Sub-recipient Name Dawson County Emergency Management Agency
3. Sub-recipient DBA Name _____
4. Sub-recipient Address 393 Memory Lane Dawsonville, GA 30534
5. If DBA, Sub-recipient Parent DUNS Number _____
6. Sub-award Principle Place of Project Performance _____
7. In the preceding fiscal year, did the sub-recipient receive 80% of its annual gross revenues from the Federal government? Yes _____ No X
If **Yes**, continue to question 8. **If No, STOP and certify.** The questionnaire is complete.
8. In the preceding fiscal year, were the sub-recipient's annual gross revenues from the Federal government more than \$25 million annual? Yes _____ No X
If **Yes**, continue to question 9. **If No, STOP and certify.** The questionnaire is complete.
9. Does the public have access to the names and total compensation of the sub-recipient's five most highly compensated officers through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. §§ 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986? Yes _____ No _____
If **No**, continue to question 10. **If Yes, STOP and certify.** The questionnaire is complete.
10. Please list the names and compensation of the sub-recipient's five most highly compensated officers **only if question 9 was applicable and answered NO.**

1. _____ \$ _____

2. _____ \$ _____

3. _____ \$ _____

4. _____ \$ _____

5. _____ \$ _____

I certify that to the best of my knowledge all of the information on this form is complete and accurate.

Authorized Signature: _____ Date: _____

This section is for use by the Georgia Emergency Management & Homeland Security Agency only.

Sub-recipient Obligation/Agency Name: **Dawson County Emergency Management Agency**

In accordance with The Federal Funding Accountability and Transparency Act of 2006 (FFATA), this document has been processed in the FFATA Sub-award Reporting System (FSRS) by the undersigned:

Signature _____ Date: _____

Sub-recipient Obligation/Action Date: _____

CERTIFICATION REGARDING LOBBYING; DEBARMENT, SUSPENSION, AND DRUG FREE WORKPLACE

Lobbying

As required by section 1352, Title 31 of the U.S. Code, and implemented at 44 CFR Part 18, for persons entering into a grant or cooperating agreement over \$ 100,000, as defined at 44 CFR Part 18, the applicant certifies that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement.
2. If any other funds than Federal appropriated funds have been paid or will be paid to any other person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or an employee of Congress, or employee of a member of Congress in connection with this Federal Grant or cooperative agreement, the undersigned shall complete and submit Stand Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

Debarment, Suspension, and Other Responsibility Matters; Drug-Free Workplace

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 44 CFR Part 17 and maintenance of a Drug Free Workplace (44CFR, Subpart F). The applicant certifies that it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;
2. Have not within a three-year period preceding this application been convicted of or had a civilian judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or perform a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or locally) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
4. Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

5. As required by the Drug-Free Workplace Act of 1988, and implemented at 44 CFR Part 17, Sections 17.615 and 17.620, the applicant certifies it will continue to provide a drug-free workplace per referenced regulations.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

1. Grantee Name and Address: **Dawson County Emergency Management Agency**

393 Memory Lane Dawsonville, GA 30534

2. Application Number and/or Project Name: **Emergency Management Performance Grant (EMPG)**

3. Grantee IRS/Vendor Number: _____

4. Typed or Printed Name and Title of Authorized Representative:

Lanier Swafford – EMA Director



Georgia Emergency Management & Homeland Security Agency
Emergency Management Performance Grant CDFA 97.042

2017 Performance Partnership Agreement (PPA)
Base Award Payment Request Form

Request:

Under penalty of perjury, I certify that to the best of my knowledge and belief that all requirements of the 2017 Performance Partnership Agreement with the Georgia Emergency Management & Homeland Security Agency have been satisfied. I hereby request payment of the Base Award to cover expenses for the period of July 1, 2017 through June 30, 2018.

Award Number: OEM17 -

Payee Address:

Dawson County Emergency Management Agency

Attn: Lanier Swafford

393 Memory Lane

Dawsonville, Georgia 30534

Signature of EMA Director

Date

lswafford@dawsoncounty.org

678-776-4436

Email Address

Phone Number

Recommend Approval:

Signature of GEMA/HS Area Field Coordinator

Date

Approval:

Signature of GEMA/HS Field Operations Manager

Date

Backup material for agenda item:

3. Presentation of Proposed Update to Dawson County Emergency Services Prevention Fee Schedule- Lanier Swafford, Director of Emergency Services



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: Emergency Services

Work Session: 12 October 2017

Prepared By: Lanier Swafford

Voting Session: 19 October 2017

Presenter: Lanier Swafford

Public Hearing: Yes _____ No X

Agenda Item Title: Recommended Update to Prevention Fee Schedule

Background Information:

The Dawson County Board of Commissioners passed a resolution and ordinance adopting the Dawson County Fire Safety and Prevention Ordinance on 4 August 2005. Included in this ordinance were fees to be imposed by the Dawson County Fire Marshal's Office. This fee schedule has not been updated since adoption and with changes to the fireworks law and additional services now being offered through the Prevention Office, I bring these updates for consideration.

Current Information:

The only major changes the department is requesting in this revision is:

1. To align the language of the ordinance to match that of state law concerning fire work permits and inspection fees.
2. To address fees for CPR, First Aid, and DayCare Provider Fire Safety Classes. These fees have never been formally been adopted by the BOC.

Budget Information: Applicable: X Not Applicable: _____ Budgeted: Yes X No _____

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
General	Fire	Prevention			0	

Recommendation/Motion: Motion to approve the 2017 Dawson County Emergency Services Inspection, Plan Review, and Prevention Fee updates as presented.

Department Head Authorization: Lanier Swafford

Date: 01 Oct. 2017

Finance Dept. Authorization: Vickie Neikirk

Date: 10/3/2017

County Manager Authorization: DH

Date: 10/04/2017

County Attorney Authorization: _____

Date: _____

Comments/Attachments:

Application is attached.

A RESOLUTION AND ORDINANCE

ADOPTING

DAWSON COUNTY FIRE SAFETY and PREVENTION ORDINANCE

A Resolution and Ordinance for adoption of the Dawson County Fire Safety and Prevention Ordinance, to be applied and enforced in conjunction with the State Minimum Fire Safety Standards, as adopted by contract between Dawson County and the State of Georgia on the 10th day of August 2005.

An ordinance establishing minimum requirements for construction plan review and issuance of construction plan permits; review any plans at the request of the chief building official, review all sprinkler system plans, alarm system plans and commercial hood system plans; provide inspections on all construction, conduct safety inspections on existing buildings and structures and issue a certificate of occupancy prior to any building or structure being occupied.

WHEREAS, the Constitution of the State of Georgia, approved by the voters, of the State in November of 1982, and effective July 1, 1983, provides in Article IX, Section II, Paragraph I thereof, that the governing authority of the county may adopt clearly reasonable ordinances, resolutions and regulations; and

WHEREAS, O.C.G.A. § 25-3-4 authorizes counties to enact fire safety and fire prevention ordinances; and

WHEREAS, the governing authority of Dawson County, to wit, the Board of Commissioners of Dawson County, is desirous of executing its authority in adopting this ordinance; and

WHEREAS, it is requisite and proper for the security, welfare, health and convenience of the citizens of Dawson County, Georgia, and for the preservation of peace and good order of said County, that the Fire Safety and Prevention Ordinance be adopted and enforced and rules and regulations relating thereto are established.

NOW THEREFORE BE IT RESOLVED AND ORDAINED by authority of the Board of Commissioners of Dawson County, Georgia, as follows:

Section 1. Short Title.

This Ordinance shall be known as the "Fire Safety and Prevention Ordinance" and may be cited and referred to as such.

Section 2. Scope.

It is not intended by this Ordinance to repeal, abrogate, annul or in any way impair or interfere with existing provisions of other laws or ordinances, except those specifically repealed by this Ordinance or inconsistent therewith. Where this Ordinance imposes a greater restriction upon person, premises or personal property than is imposed or required by such existing provisions of law, ordinance, contract or deed, the provisions of this Ordinance shall control.

Section 3. Enforcement of State Minimum Fire Safety Standards.

Dawson County by this Ordinance grants authority for enforcement of State Minimum Fire Safety Standards; as amended by the Rules and Regulations of the Georgia Safety Fire Commissioner as promulgated pursuant to Chapter 2 of Title 25 of the Official Code of Georgia Annotated including all subsequent revisions thereof, except as modified herein, to the Fire Safety Division of the Dawson County Fire Department. There shall be no less than one copy of such standards on file in the office of the Dawson County Fire Department.

Section 4. Enforcement of Fire Safety and Prevention.

Dawson County by this Ordinance grants authority for enforcement of the Dawson County Fire Safety and Prevention Ordinance in all buildings and structures identified in O.C.G.A. § 25-2-13, and also in all commercial buildings and places of public assembly that lie within the boundaries of Dawson County.

Section 5. Bureau of Fire Prevention.

- (a) The Bureau of Fire Prevention of the Dawson County Fire Department shall also be known as the Fire Safety Division.
- (b) The Fire Safety Division shall be under the supervision of the Chief of the Fire Department or his designee.
- (c) The Fire Safety Division shall enforce the standards adopted by this Ordinance.
- (d) The person in charge of the Fire Safety Division shall be the Dawson County Fire Marshal, who shall be appointed by the Chief of the Fire Department. The Fire

Marshal shall have qualifications as set forth by the Chief of the Fire Department.

- (e) There shall be inspectors in the Fire Safety Division, who shall be appointed by the Fire Marshal. The inspectors shall have the qualifications as set forth by the Fire Marshal. These inspectors shall conduct inspections of all new buildings and structures described in Section Four; as well as yearly, or as often as reasonably practicable, inspections of existing buildings described in Section Four.
- (f) The Fire Marshal and the Fire Safety Division are hereby authorized under the police powers of the Board of Commissioners to enter and inspect any building or structure which is identified in Section Four above, upon a showing that the public health or safety of the citizens of this County requires such entry and inspection, as anticipated and resolved by the inspection authorization granted in Section 10. Except under circumstances which require immediate entry or the exigencies of the situation demand otherwise, no entry or inspection under the authorization granted herein shall take place other than during normal business hours, further, the one making the entry and inspection shall first make known his purpose, and seek permission for the entry and inspection from a person representing the building or structure. Entry into a structure covered by this Ordinance without the assistance or collaboration of an occupant shall not occur unless there be imminent danger to the lives of persons within the structure or one endangered by the structure sought to be entered.
- (g) A report of the Fire Safety Division shall be made semi-annually and transmitted to the Board of Commissioners. It shall contain a report of all activities and inspections undertaken pursuant to this Ordinance along with any additional information that the Chief of the Fire Department and the Fire Marshal may wish to include therein.

Section 6. Waivers and Variances.

Waivers and variances from the provisions of this Ordinance may be granted by the Chief of the Fire Department. Any application for a waiver or variance shall first be submitted in writing to the Dawson County Fire Marshal whose comments and recommendations shall be made available to the Chief of the Fire Department before any action is taken. The Dawson County Fire Chief, or his designee, shall consult with the Director of

Planning and Zoning before any waiver or variance is approved.

Section 7. Appeals from Orders.

The Chief of the Fire Department or his designee shall review, consider and take action on any appeal pertaining to this Ordinance. Any such appeal must be filed with the Fire Marshal within thirty (30) days of the issuance of the order. Within thirty (30) days of receipt of such appeal, the Chief of the Fire Department shall issue a written determination affirming, modifying, or vacating the order being appealed. The records of any proceedings and the actions of the Chief of the Fire Department may be reviewed by the Board of Commissioners. Such review by the Board of Commissioners shall be requested in writing within thirty (30) days of issuance of the Fire Chief's written determination, stating with particularity the basis upon which the written determination is being challenged, as well as identifying the relief requested. The matter shall be placed upon the Board of Commissioners' next available agenda, at which time the Board may (1) decline to consider the matter, thereby constituting an affirmation of the Fire Chief's written determination; (2) consider the matter based entirely upon the record prepared and submitted by the Fire Chief; or (3) schedule a hearing wherein the individual requesting Board review and the Fire Chief or his designee may present information supporting their respective positions. In the event the Board of Commissioners utilizes options two or three, the Board shall render its decision within thirty (30) days of the hearing or meeting where the matter is considered.

Section 8. Fire Hydrants.

- (a) Water Mains and Fire Hydrants shall be installed and be under sufficient water pressure as set forth below, and ready for fire service prior to beginning construction with combustible materials. Slab work can be completed prior to installation of water mains and fire hydrants, but water must be available before any frame work of combustible materials is started; provided, however, that materials used in forming footings and foundations on grade shall not require the prior installation of water mains and fire hydrants.
- (b) Fire flow requirements for all residential buildings shall be seven hundred fifty (750) gallons per minute. Fire flow requirements shall be verified and certified to Dawson County by a Georgia registered engineer.

- (c) All water mains supplying fire hydrants shall be minimum of eight (8") inches; provided, however, that a six (6") inch "looped" main may supply a maximum of three (3) fire hydrants.
- (d) No fire hydrant shall be installed on a dead-end main that exceeds five hundred (500') feet.
- (e) Fire hydrants shall be placed a maximum of five hundred (500) feet apart as measured along an improved roadway.
- (f) Fire hydrants shall be installed along the Fire Department access roadway.
- (g) Fire hydrants shall be installed within six (6') feet of the edge of the pavement with the "steamer" connection facing the roadway.
- (h) The "steamer" fire hose connection on all fire hydrants shall be above the final surface grade a distance not less than eighteen (18") inches, nor more than twenty-four (24") inches.
- (i) Commercial or industrial buildings provided with automatic fire sprinkler or standpipe systems shall have a three-way type fire hydrant placed within fifty (50) roadway feet of the fire department connections.
- (j) Residential and multi-family occupancies provided with automatic fire sprinkler protection or standpipe systems shall have a three-way fire hydrant placed within fifty (50) roadway feet of the fire department connection.
- (k) A fire hydrant shall be installed within five hundred (500) roadway feet of any portion of the exterior of all buildings.
- (l) No obstacle shall obstruct the approach or visibility of any fire hydrant or fire department connection, closer than five (5) feet in any direction, parallel with street access.
- (m) It shall be the responsibility of the property owner to maintain all privately-owned fire hydrants, as well as fire extinguishers, sprinkler systems, fire department connections (FDC), and emergency lighting as required by this Code. Such items shall be inspected at least annually, at the expense of the property owner, by a firm or company licensed to perform such inspections. A copy of the inspection report shall be maintained and kept available for review by the Dawson County Fire Marshal or his designee.

Section 9. Electrical Service.

The Chief of the Fire Department, or other person acting under his direction or authority, is authorized to cut any electric wire, or by other means interrupt electric services, when the same is deemed necessary to the control or prevention of any condition hazardous to life or property from fire or explosion. No cost to the County shall be incurred by any such action, nor shall the authority granted herein be construed or inferred to be an authorization or direction by the County for any person to assume any risk arising from such acts, nor as an assumption by the County of any liability for personal injury or property damage from such acts under this section.

Section 10. Inspection of Buildings and Structures.

- (a) The Fire Marshal shall inspect or cause to be inspected once yearly, or as often as reasonably practicable, all existing buildings and structures described in Section Four.
- (b) The Fire Marshal shall inspect or cause to be inspected at various intervals all construction work, required to have a construction permit, in all buildings and structures which are covered by this Ordinance, in conjunction with the Planning and Zoning Department.
 - (1) An eighty (80%) percent completion inspection and a one hundred (100%) percent final inspection shall be obtained from the Fire Safety Division prior to a Certificate of Occupancy being issued and the building or structure being occupied.
 - (2) Multi-family residential buildings, and any others specified by the Fire Marshal, shall obtain a fifty (50%) percent completion inspection in order that the methods of sealing penetrations within and through walls can be inspected.
- (c) Owners, their agents or designees, of all proposed buildings and structures described in Section Four of this Ordinance, for which construction is soon to commence, are required to submit plans and specifications for review and approval. All commercial site plans and sprinkler system plans are required to be submitted for review and approval. Generally, the same time constraints for review established by the Planning and Zoning Department of DawsonCounty

shall apply to the Fire Safety Division.

- (1) Plans and specifications shall be submitted to the Fire Safety Division according to procedures approved by the Fire Chief.
- (2) Whoever shall build, construct, or erect any building or structure without approved plans or in violation of approved plans, from which no appeal has been taken, shall be guilty of an offense under this Ordinance.
- (d) Upon complaint submitted in writing, the Chief of the Fire Department or his designee may enter in or upon any building, structure or premises between the hours of sunrise and sunset for the purpose of investigating the complaint.
- (e) Upon the complaint of any person, the Chief of the Fire Department or his designee may inspect or cause to be inspected all buildings and structures covered by this Ordinance whenever it is deemed necessary.

Section 11. Collection of Fees and Issuance of Permits and Approvals.

The Dawson County Fire Department shall collect fees as follows:

(a) CONSTRUCTION PLAN REVIEW

(1)	10,000 Square Feet or Less	\$100.00
(2)	Over 10,000 Square Feet	\$.15/sq.ft.
(3)	All Other Structures	\$100.00
(4)	Site Plans	\$100.00
(5)	Sprinkler Plans	\$100.00
(6)	Fire Alarm Plans	\$ 100.00
(7)	Commercial Hood Plans	\$ 100.00

(b) INSPECTIONS

(1)	50%, 80%, 100%, Annual and First Follow-up	No Charge
(2)	Second Follow-up	\$100.00
(3)	All Other Follow-ups	\$150.00
(4)	After Hours Inspection (at builder's request)	\$100.00
(5)	Final Fire Inspection Certificate -- New Construction	\$100.00

- (c) COMMERCIAL BURNING PERMITS – \$500.00 Per 30 Days
- (d) The fee for inspection for Final Fire Inspection Certificate – Fees for New Construction set forth in Subsection (b)(5) above shall not apply to Final Fire Inspection Certificate inspections for buildings or structures existing as of the date of adoption of this Ordinance unless such inspections are deemed necessary due to occupancy type changes, major construction on the structure, or a major fire in the structure.
- (e) All fees shall be payable to Dawson County.

Section 12. Persons allowed in the Vicinity of a Fire.

Whoever shall be and remain in the immediate vicinity of any fire, after being instructed to leave, shall be guilty of an offense under this Ordinance, except for the following persons: A person authorized by the Georgia Fire Safety Commissioner pursuant to Section 25-2-22 of the Official Code of Georgia Annotated, a member of the Board of Commissioners of Dawson County, a law enforcement officer of the jurisdiction where the fire occurs, an owner of the property of his or her agent, an agent of an insuring insurance company, or one ordered to the scene by the Chief of the Fire Department or his representative.

Section 13. Crossing Fire Hose Prohibited.

No vehicle shall be driven over any unprotected fire hose of the Dawson County Fire Department when laid down on any street, roadway, or private driveway without the consent of the fire department official in command, any person refusing to obey the legal orders and direction of the officer in charge of a fire shall be guilty of an offense under this Ordinance.

Section 14. Certain Officers Vested with Police Authority.

The Fire Marshal and other officers authorized by the Chief of the Fire Department may be sworn in as deputies, by the Dawson County Sheriff, with the power to make arrests. Those Fire Department personnel sworn in as deputies must meet the minimum certification and training requirements of Dawson County Sheriff's deputies.

Section 15. Response to Malfunctioning and/or False Alarms.

- (a) When emergency response to a malfunctioning or false alarm system at a premise exceeds (2) violations within a calendar year at any premises there shall be no penalty assessed.
- (b) A first and all subsequent False Alarms to a premise within a 4-hour period shall be considered as one (1) violation. The Dawson County Fire Department shall issue a written warning, via personal service or certified mail, to the premises owner for the first two (2) violations during a calendar year. Each subsequent malfunctioning or false alarm during a calendar year shall result in the following penalties:
 - (1) For the third (3rd) False Alarm within a calendar year at a premises a fine of \$100.00 shall be imposed upon each responsible person charged and convicted, pursuant to O.C.G.A. § 36-1-20.
 - (2) For the fourth (4th) False Alarm within a calendar year at a premises a fine of \$250.00 shall be imposed upon each responsible person charged and convicted, pursuant to O.C.G.A. § 36-1-20.
 - (3) For the fifth (5th) and each subsequent False Alarm within a calendar year at a premises a fine of \$1,000.00 shall be imposed upon each responsible person charged and convicted, pursuant to O.C.G.A. § 36-1-20.
 - (4) Pursuant to Section 15, Chapter 10, Section 2, subparagraph 4 of the Official Code of Georgia, Annotated, any person or entity violating or failing to comply with any of the provisions of this ordinance may be summoned to the Dawson County Magistrate Court for each violation and/or noncompliance, and upon conviction, shall be punished as provided by law.
- (c) If any alarm user alleges that an extraordinary or unusual circumstance led to their false alarm such that the false alarm should not be counted against them, and the false alarm is only their first or second false alarm for one (1) calendar year, then an appeal may be instituted. The appeal shall be in writing to the Dawson County Fire Marshal within five (5) days of the false alarm. Upon notice of such appeal, the Fire Marshal shall issue a finding as to whether the false alarm warning shall stand.

Section 16. Unauthorized Fires.

Whoever shall set fire to any building, structure, automobile, truck, or any other vehicle, without first having obtained written permission from the Chief of the Fire Department, shall be guilty of an offense under this Ordinance.

Section 17. Obstructing an Firehouse.

Whoever willfully and knowingly shall place any obstruction of any nature whatsoever in front of any firehouse shall be guilty of a violation of this Ordinance.

Section 18. Outdoor Burning

- (a) All burning operations in Dawson County shall comply with "Rules for Air Quality Control" chapter 391-3-1 as written and as amended by the Department of Natural Resources, Environmental Protection Division, Air Protection Branch unless specifically modified herein.
- (b) No person shall cause, suffer, allow, or permit open burning in any area of Dawson County without a permit except as follows:
 - (1) ***Agricultural fires.*** No permit required/no fee – Carrying out recognized agricultural procedures necessary for production or harvesting of crops. Contact Georgia Forestry and Dawson County Fire Department prior to the burn
 - (2) ***Forest lands.*** No permit required/no fee – The burning over of any forestland by the owner of such land (prescribed or slash burning). Contact Georgia Forestry and Dawson County Fire Department prior to the burn
 - (3) ***Residential property maintenance***
 - (A) ***Leaf piles.*** No permit required/no fee for Dawson County (notification required to Georgia Forestry). Burning of leaf piles on the premises on which they fall by the person in control of the premises. No leaf burn pile shall be larger than six feet in diameter by two feet high. There shall be ten feet between burn piles. No burning within fifty feet of a structure or twenty-five feet from a property line. All fires must be constantly attended by a competent person sixteen years of age or older with the ability to extinguish

the fire. There shall be no more than two burn piles burning at any time. No burns of this type will be authorized when the humidity is less than 25% or the winds are greater than 10 MPH, as provided on the Georgia Forestry Commission daily “wind speed” and “humidity” database (<http://weather.gfc.state.ga.us/Maps.html>). Failure to comply with these rules which results in an uncontrolled fire or a valid complaint that requires the response of the Fire Department will result in the fire being immediately extinguished. In accord with O.C.G.A. § 12-6-90, pre-burn **notice** of such burning must be provided to the forest ranger of the county wherein such burning is to be made or to an employee of the forestry unit serving such county who is authorized to grant permits.

- (B) **Other yard debris.** No permit required/no fee (no permit required for Dawson County – permit required from Georgia Forestry). Reduction of other “natural vegetation” such as trees, downed trees and parts thereof, pine straw, and sticks on the premises on which they fall by the person in control of the premises. No burn pile shall be larger than six feet in diameter by two feet high. There shall be ten feet between burn piles. No burning within fifty feet of a structure or twenty-five feet from a property line. All fires must be constantly attended by a competent person sixteen years of age or older with the ability to extinguish the fire. There shall be no more than two burn piles burning at any time. No burns of this type will be authorized when the humidity is less than 25% or the winds are greater than 10 MPH, as provided on the Georgia Forestry Commission daily “wind speed” and “humidity” database (<http://weather.gfc.state.ga.us/Maps.html>). Failure to comply with these rules which results in an uncontrolled fire or a valid complaint that requires the response of the Fire Department will result in the fire being immediately extinguished. A **permit** for

such burning must be obtained from the forest ranger of the county wherein such burning is to be made or to an employee of the forestry unit serving such county who is authorized to grant permits.

- (4) ***Recreation/cooking fires.*** No permit required/no fee – For recreational purposes, cooking food for immediate human consumption, camp fires in designated camping areas and barbecue grills. Recreational bonfires are subject to the location and fuel type.
- (5) ***Firefighter Training.*** No permit required / no fee - Fires set for training firefighting personnel when authorized by the Dawson County Fire Chief.
- (6) ***Open flame equipment.*** No permit required/no fee - Operation of devices using open flames such as tar kettles, blow torches, welding torches, portable heaters, and other flame-making equipment where approved safety measures are used.
- (7) ***Miscellaneous.*** No permit required/no fee – Setting and maintenance by contractors and tradesmen of miscellaneous small fires necessary to such activities as street paving, installation or repair of utilities provided such fires are kept small. This shall include warming fires subject to the following restrictions. Warming fires shall be contained within a metal barrel of 55-gallon capacity or less. Untreated wood or lumber shall be the only material or substance permitted to be burned. The container for the warming fire shall be not less than 25 feet from any structure. No on ground warming fires are permitted. Warming fires are only permitted when the temperature is 40 degrees Fahrenheit or less.
- (8) ***Land clearing.*** Permit required/fee required – Open burning of vegetative material for the purpose of land clearing and/or the construction of right of ways. Unless otherwise covered in this Ordinance, permits shall only be issued when an Air Curtain Destructor (ACD) is being used and the following conditions are met:
 - (A) A permit is obtained from the Dawson County Fire Department prior to initiation of any open burning.

- (B) The location of the ACD is at least 300 feet from any dwelling or public road, street, or highway.
 - (C) No more than one air curtain destructor is operated within a 10-acre area at one time or there must be at least 1000 feet between any two ACDs.
 - (D) Only wood waste consisting of trees, logs, large brush and stumps which are relatively free of soil are burned.
 - (E) Tires or other rubber products, plastics, heavy oils, asphaltic material, are not used to start or maintain the operation of an ACD.
 - (F) The ACD is operated in accordance with operating procedures set forth by the Georgia Department of Natural Resources. (available at Fire Department Headquarters)
 - (G) The cleaning out of the ACD pit is performed in a manner to prevent fugitive dust.
 - (H) Permits may be issued for open burning of agricultural land where the use of an ACD is not practical.
- (9) **Packing materials** No permit required / no fee - Disposal of all packing material previously containing explosives in accordance with U.S. Department of Labor Safety Regulation.
 - (10) **Emergency burning** Permit required / no fee - The burning of storm debris on-site may be authorized by the Fire Chief or his/her designee when there is no adequate disposal facility reasonably available.
 - (11) **Disease and pest control** Permit required / no fee - Open burning may be authorized for the control of disease and pest control. This authorization can be issued upon written request to the Fire Chief.
- (c) All fires authorized under this ordinance shall occur between 10:00 a.m. and one hour before sunset.
 - (d) Open burning will not be authorized when conditions are such that the burn may jeopardize the safety of life and/or property.
 - (e) No open burning will be authorized during an air pollution episode or when restrictions are imposed by a state or federal agency for any reason.

- (f) The Chief of the Dawson County Fire Department or his/her designee will issue all required Dawson County permits for land clearing burning, emergency burning, forest burning and disease and pest control burning.
- (g) The Fire Chief or his/her designee may revoke permits at any time if conditions or permit restrictions require such, based on the available information provided by the Georgia Forestry Commission, the existing weather conditions and other environmental conditions at the site of the burn.
- (h) Permits are valid for thirty days. Upon written request a fifteen-day extension could be made. The fee for a permit when required is \$500.00 per permit. The fee must be submitted prior the permit being issued. A permit is required for each ACD used and for each burn site.
- (i) The burning of "household" garbage, trash and construction debris is not allowed.
- (j) During the months of May, June, July, August and September the only approved open burning will be as set forth in subparagraph (2) a, d, e, f, i, j, and k above.
- (k) A written notification to a person or company of a violation at one site shall be considered adequate notice of these regulations; any subsequently observed violations by the same person or company at the same or different site shall result in immediately appropriate legal action.
- (l) The Dawson County Fire Department shall have the authority to cause any fire to be extinguished if it is determined that there is a danger to public safety, a danger to public or private property, a nuisance or sign of environmental harm.
- (m) The Fire Chief or his designee may grant specific exceptions or variances to any requirement of this section, upon written petition, if it is deemed necessary to protect the public health, safety, and general welfare.
- (n) The Fire Chief or his designee shall have the authority to impose additional safety precautions or restrict burning, including the issuance of a complete open burning ban, if it is determined that open burning imposes a threat to the public health, safety and general welfare.
- (o) The company/contractor/landowner or their representatives in control of the property at the time of the burn is responsible for the compliance with the

requirements of this Ordinance. All burns must be attended by a competent person 16 years old or older having the ability to extinguish the fire.

(p) Permits

- (1) Contact the Forsyth County Fire Department Headquarters during normal business hours.
- (2) Those permits that do not require a site visit will be issued at that time.
- (3) The request for a permit where a site visit is required must be made at least 48 hours prior to the burn (land clearing burning, emergency burning, forest burning and disease and pest control burning). A site inspection will be scheduled. If the site is found in order a permit will be issued at that time.
- (4) A permit must be obtained for each ACD used.

Where a fee is required the fee must be paid at the time the permit is issued. The payment must be by cash, check or money order made payable to Dawson County.

Section 19. Obstructing a Fire Lane.

Whoever shall park or otherwise leave an unattended vehicle or other obstruction in a fire lane, so designated by signs and/or painted curbing or other marking indicating a fire lane, shall be guilty of a violation of this Ordinance. Any vehicle obstructing a fire lane in violation of this Section may be removed at the direction of the Chief of the Fire Department or his designee, or a law enforcement officer, the costs of removal and storage shall be borne by the owner of such vehicle and paid for him or her prior to the release of such vehicle. A warning may be issued for a first time violation of this section.

Section 20. Fire Department Access Roadways

- (a) Fire Department access roadways shall have an unobstructed width conforming to Dawson County construction standards and specifications, latest edition, and an unobstructed vertical clearance of not less than thirteen feet six inches (13'6").
- (b) Fire Department access roadways shall be designed and maintained to support the imposed load of a fire apparatus and shall be surfaced to provide all-weather driving capabilities.
- (c) Any dead-end Fire Department access roadway in excess of one hundred fifty (150') feet in length shall include a turnaround at the closed end conforming to

Dawson County construction standards and specifications, latest edition.

- (d) The grade on all Fire Department access roadways shall not exceed fourteen (14%) and shall not be less than one (1) percent.
- (e) All turns contained in a Fire Department access roadway shall maintain the minimum road width.
- (f) All dwelling units shall have address numbers plainly legible and visible from the roadway. Letters shall be not less than four (4") inches high and shall contrast with their background.
- (g) Security Gates:
 - (1) No security gates installed over Fire Department access roadways shall reduce the minimum width or vertical height requirements set forth in this Code.
 - (2) All security gates shall be maintained in working order. Any security gate not properly maintained will be chained open or removed at the owner's expense.
 - (3) Fire Department access through all security gates shall be by "Knox Key" or gates shall be siren activated in both directions.
 - (4) All security gates across Fire Department access roadways shall be subject to inspection and shall be approved by the Dawson County Fire Marshal's Office upon installation.
- (h) The Chief of the Dawson County Fire Department or his designee shall designate fire lanes as necessary to provide access for firefighting equipment.

Fire Marshal
MA 8/28



OFFICE OF INSURANCE AND SAFETY FIRE COMMISSIONER

JOHN W. OXENDINE
COMMISSIONER OF INSURANCE
SAFETY FIRE COMMISSIONER
INDUSTRIAL LOAN COMMISSIONER
COMPTROLLER GENERAL

August 10, 2005

SEVENTH FLOOR, WEST TOWER
FLOYD BUILDING
2 MARTIN LUTHER KING, JR., DRIVE
ATLANTA, GEORGIA 30334
(404) 656-2056 TDD# (404) 656-4031
www.gainsurance.org

Mr. Mike Berg, Chairman
Dawson County Board of Commissioners
76 Howard Ave., Ste 120
Dawsonville, Georgia 30534

RE: Contract Agreement with Dawson County

Dear Chairman Berg:

This office is in receipt of a contract agreement from **Dawson County** dated **August 4, 2005**. By copy of the attached contract agreement being signed by this office and the County Board of Commissioners, the authority for the enforcement of the State's Minimum Fire Safety Standards, as set forth in subsection (a) of § 25-2-12, was transferred to **Dawson County** effective the 10th day of August, 2005.

Specifically, with respect to those buildings and structures listed in § 25-2-13, except hospitals, nursing homes, ambulatory surgical centers, jails and prisons and except for those buildings and structures which are owned and operated or occupied by the state, **Dawson County** is now responsible for the enforcement of the State's Minimum Fire Safety and accessibility standards and shall:

- (A) Conduct Fire Safety inspections of existing buildings and structures; and
- (B) Review plans and specifications for proposed buildings and structures, issue building permits when plans are approved, and conduct fire safety inspections of such buildings and structures; and
- (C) Issue permanent and temporary certificates of occupancy; and
- (D) Conduct arson investigations.

Pursuant to O.C.G.A. § 25-2-32 (b), effective January 1, 1993, all incidents of fires, whether accidental or incendiary, shall be reported to the Office of the Safety Fire Commissioner. Every fire department shall submit incident data either via a uniform electronic reporting method or on a uniform reporting form prescribed by the Commissioner and at intervals established by the Commissioner.

If this office can be of further assistance, please contact us at (404) 656-7087.

Sincerely,

M. Dwayne Garriss
Assistant State Fire Marshal

MDG/dgt

RECEIVED

AUG 15 2005

DAWSON CTY COMM

Georgia, Dawson County

THIS AGREEMENT made and entered into this 4th day of August, 2005 by and between Dawson County, Georgia, a political subdivision of the State of Georgia, and the Safety Fire Commissioner, of the State of Georgia as follows:

WITNESSETH

WHEREAS, O.C.G.A. § 25-2-12 provides that counties that have a population of 100,000 or more as determined by the most recent census shall adopt the State Minimum Fire Safety Standards; and

WHEREAS, Dawson County has a population of approximately 20,000; and

WHEREAS, definite provisions should be made for the enforcement of the State Minimum Fire Standards in Dawson County.

NOW, THEREFORE, in accord with O.C.G.A. § 25-2-12(d), the parties hereto hereby agree as follows:

1. Dawson County has adopted and will adopt the State Minimum Fire Safety Standards as set forth in O.C.G.A. § 25-2-12 and any amendments thereto and will enforce such standards.
2. Dawson County shall continue to enforce the State Minimum Fire Safety Standards regarding buildings and structures listed in O.C.G.A. § 25-2-13, except as otherwise provided herein.
3. Dawson County personnel shall conduct fire safety inspections of existing buildings and structures; issue building permits when plans are approved and conduct fire safety inspections of such buildings and structures; and issue permits and temporary certificates of occupancy, together with such other functions as shall from time to time be

specified by state law or regulation. The following activities are excepted from the enforcement activities of Dawson County: hospitals, nursing homes, jails, ambulatory health care centers and penal institutions, buildings and structures owned and operated or occupied by the state of Georgia.

4. Dawson County shall be responsible for investigating all cases of arson and other suspected incendiary fire within its jurisdiction in accord with O.C.G.A. § 25-2-12(a)(6).

5. Dawson County shall report all incidents of fire, whether accidental or incendiary, to the office of the Safety Fire Commissioner in accordance with O.C.G.A. § 25-2-32(b).

6. Dawson County shall be entitled to charge and retain appropriate fees, which shall not exceed the fees authorized by state statutes or regulations, for the activities performed in accord with O.C.G.A. § 25-2-12 and this contract, and the initial fees to be charged shall be in accord with "Exhibit A", which is attached hereto and incorporated herein by reference. Further, Dawson County shall have the right to designate an appropriate agency and appropriate personnel for the performance of the duties set forth herein.

7. This agreement shall be in full force and effect from and after the date of authorized signatures of both parties are affixed hereto.

8. This agreement may be canceled at any time by either party upon giving thirty (30) days written notice to the other party. If this contract is canceled, then all inspection reports and other documents associated with this agreement shall be transferred within thirty (30) days to the State Fire Marshall.

IN WITNESS WHEREOF, the parties hereto have set their hand and affixed their seal on the dates set forth herein.

Mike Berg

Mike Berg, Chairman
Dawson County Board of Commissioners

8-4-05

Date

Attest:

JøAnne Dack

JøAnne Dack, Clerk
Dawson County Board of Commissioners

Paul R. Shuman

State Fire Marshall

8/10/05

Date

Billy Thurmond

Billy Thurmond, Director
Dawson County Emergency Services

8-8-05

Date

DAWSON COUNTY EMERGENCY SERVICES FEE PROPOSALS - 2017

Fire Marshal's Office

Plan Review and Construction Fees

Building less than or equal to 10,000 square feet
Building greater than 10,000 square feet

Inspections: Fees - 80% (cover up)

First Reinspection
Second Reinspection
Certificate of Fire Safety Compliance
Annual Fire Safety Inspection
First Fire Safety Reinspection
Subsequent Fire Safety Reinspection
Licensure of Facilities Inspection
Fire Watch (per person per hour)
Fire Watch (per apparatus per hour)

Permit Fees

Residential bonfires, brush, and leaf piles
Commercial (contractors & developers)
Blasting Permit (requires proof of insurance)
Fireworks Display (must provide permit)
Heated tar pots for roofing
Installation of underground fuel tanks
Installation of Fire Suppression System
(to include hood, sprinkler, and other components)
Special Event Inspections
Storage & Handling of flammable, combustible, and toxic materials
Copies of reports (including fire reports)

False Alarms

First Nuisance
Second Nuisance
Third Nuisance
Fourth Nuisance
Fifth and each subsequent Nuisance

Classes

CPR Class with Card
Healthcare Provider CPR Class with Card
DayCare Provider Fire Safety Class

DayCare Provider First Aid and CPR Class

es	
00 square feet gross floor area	\$100.00
re feet (additional charge per foot over base)	\$0.02

), 100% are covered under permit fee with no add. Charg charges

	N/C
	\$150.00
ce (C/O)	\$100.00
	N/C
	N/C
ons	\$150.00
	\$50.00
	\$50.00
ir)	\$150.00

aves	N/C
pers) 60 day permit	\$100.00
state licnese & insurance)	\$100.00
roof of license)	\$500.00
	\$75.00
inks (less than 660 gal.) Price per tank	N/C
rstem	\$100.00
her fire protection systems)	\$100.00
hazardous, or combustable materials	\$100.00
ports per copy)	\$2.00

	N/C
	N/C
	\$250
	\$500
ce	\$1,000.00

n Card	\$6.00 for private citizens
	\$25 for Healthcare Providers
	\$20.00 per person for a group
	\$30.00 for individuals
R	\$20.00 per person for a group

\$30.00 for individuals

Backup material for agenda item:

4. Presentation of Phase Two SPLOST VI Road Improvement Project Budget Update-
David McKee, Public Works Director



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: Public Works

Work Session: 10-12-17

Prepared By: David McKee

Voting Session: 10-19-17

Presenter: David McKee

Public Hearing: Yes _____ No x

Agenda Item Title: Phase Two SPLOST VI road improvement project budget update

Background Information:

Feb 16, 2017 the BOC approved phase two of the SPLOST VI program. The program included four road rehabilitation projects. (Tanner Rd, Kelly Bridge Rd, Steve Tate, and Thompson as an alternate). The original contract with CW Mathews was approved May 4, 2017 for the first three roads, and on Sept 21, 2017 the BOC approved the alternate of Thompson Road. The cost that was approved at that time was only for the CW Mathews contract which did not include all expenditures needed to complete the project. When the scope was presented to the BOC for approval recall that staff discussed that striping would be performed by our standby striping contractor rather than contracted as part of the road rehabilitation contractor, as such the cost needs approval from the BOC.

Current Information:

Striping cost to be included in each project. Total shall include both temporary striping and permanent high build striping. Cost for each project is attached. Total project cost not to exceed original approved contracted budget. Budget to include all striping and or expenses related to completion of the project.

Budget Information: Applicable: _____ Not Applicable: _____ Budgeted: Yes x No _____

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

Recommendation/Motion: Motion to approve contracted project totals balance to cover striping and all other related expenses to complete the project

Department Head Authorization: David McKee

Date: 10-3-17

Finance Dept. Authorization: Vickie Neikirk

Date: 10-3-17

County Manager Authorization: DH

Date: 10/04/2017

County Attorney Authorization: _____

Date: _____

Comments/Attachments:

Budget Attached

BUDGET REPORT BY FUND - EXPENDITURE

Comm Of Roads & Revenue Dawson Co

Current Period: 10/01/2017 To 10/31/2017

FY 2017

Ideal Remaining Percent: 17 %

Account	Budgeted (\$)	Orig Budget (\$)	Year To Date (\$)	Encumbrance (\$)	Remaining Balance (\$)	PCT (%)
Fund: 324 Splost Vi						
324-00-4220-541401-R16 Kelly Bridge Road	2,120,506.00	0.00	952,403.67	1,018,101.56	150,000.77	7
324-00-4220-541401-R23 Tanner Road	812,832.00	0.00	763,042.25	3,389.14	46,400.61	6
324-00-4220-541401-R24 Steve Tate Highway	1,730,068.00	0.00	0.00	1,730,067.54	0.46	0
324-00-4220-541401-R31 Thompson Road	925,900.00	0.00	0.00	925,899.20	0.80	0
Splost Vi Subtotal	5,589,306.00	0.00	1,715,445.92	3,677,457.44	196,402.64	4
Report Total Expenditure	5,589,306.00	0.00	1,715,445.92	3,677,457.44	196,402.64	4

Backup material for agenda item:

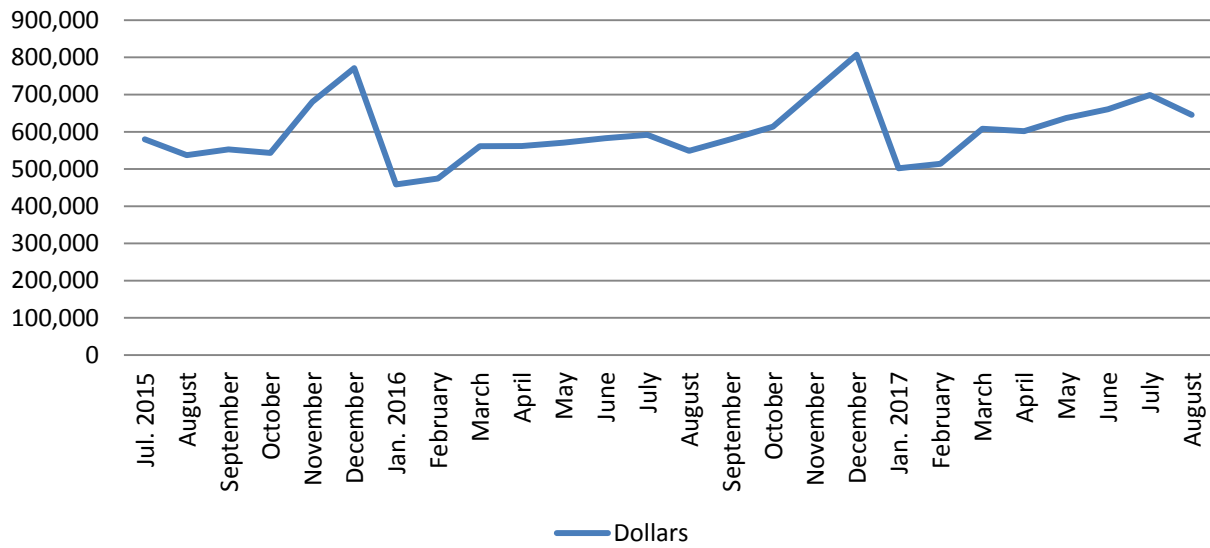
5. County Manager Report



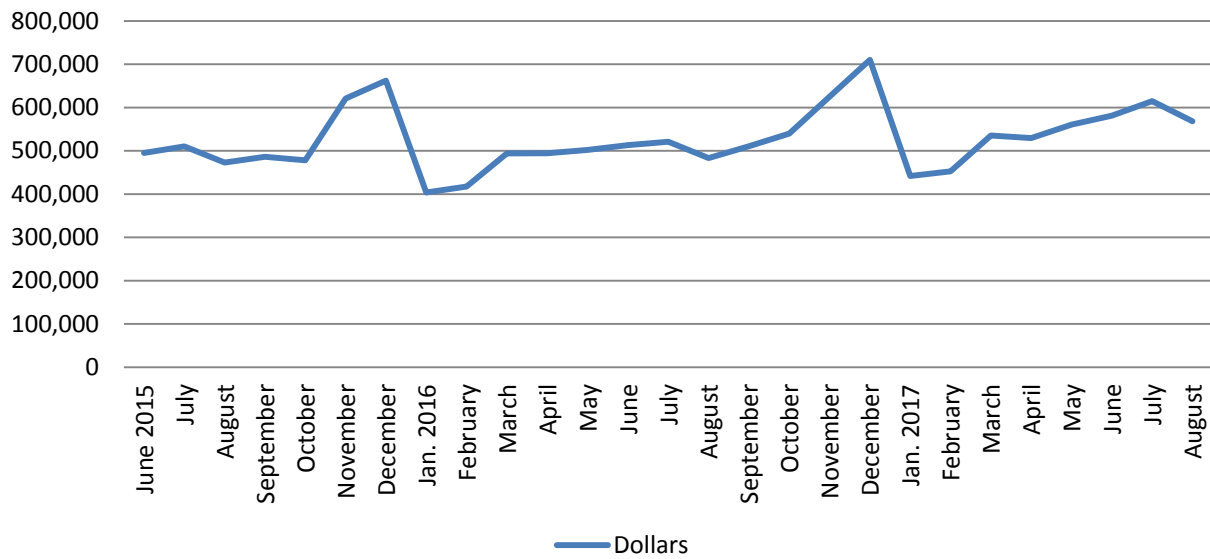
Key Indicator Report

September 2017

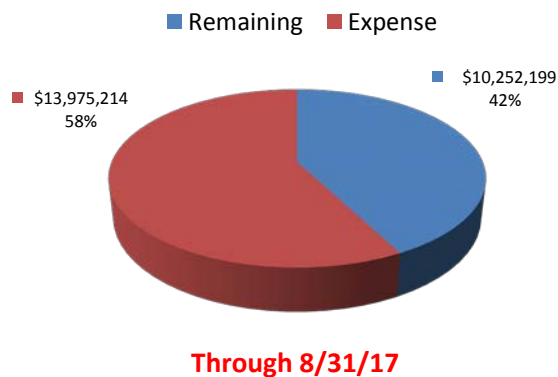
SPLOST VI COLLECTION CHART



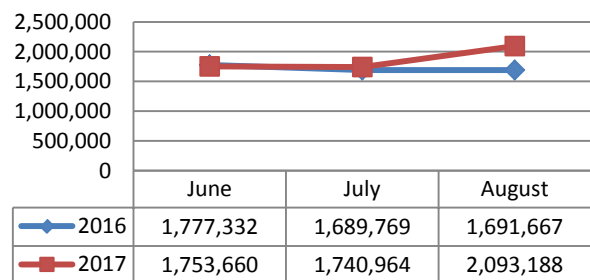
LOST COLLECTION CHART



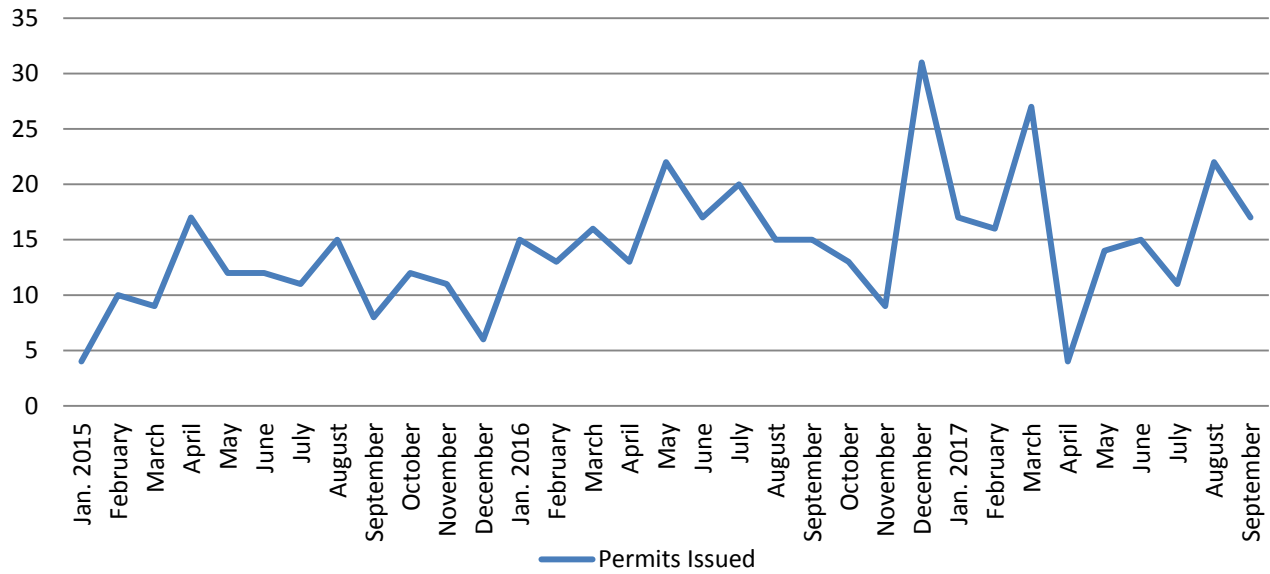
Budget



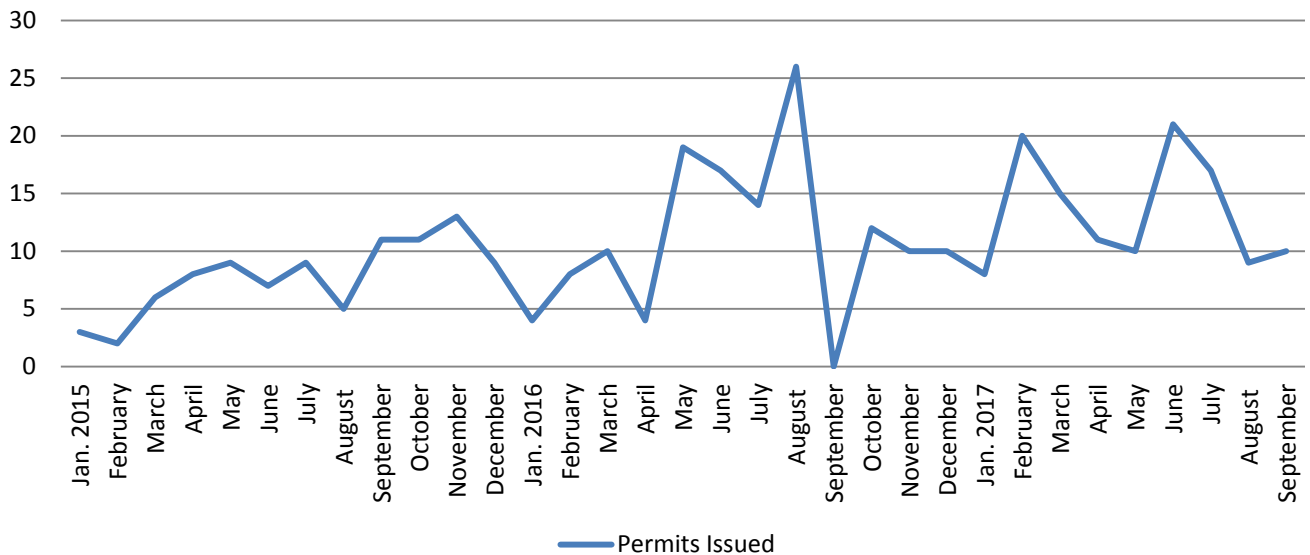
All Revenue Per Month

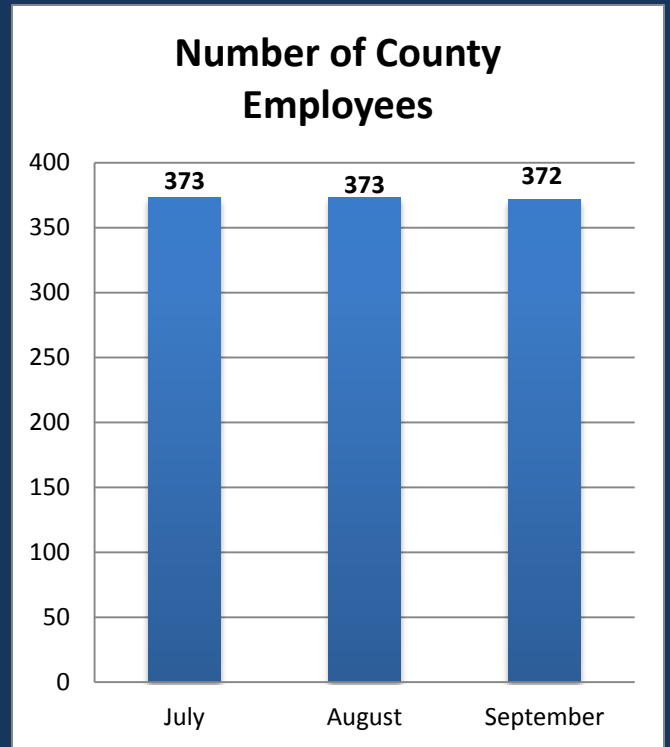
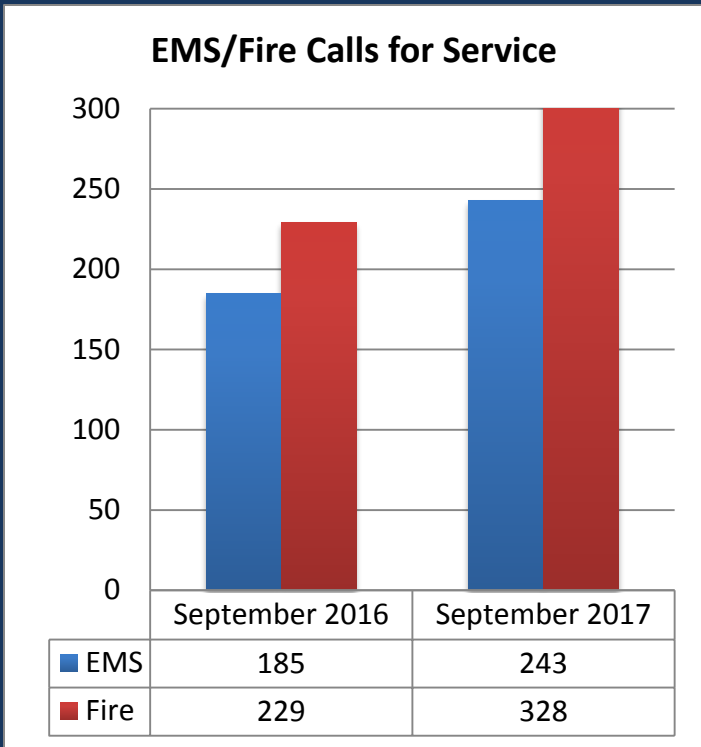
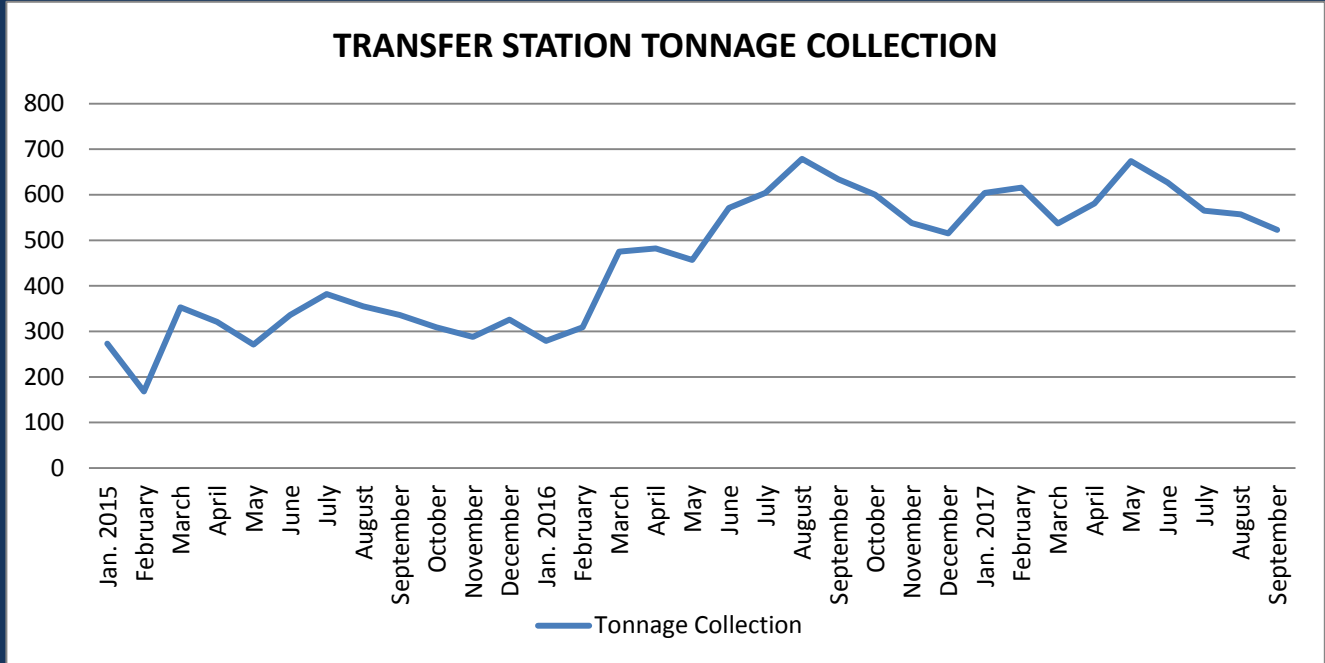


SINGLE FAMILY HOME BUILDING PERMITS ISSUED

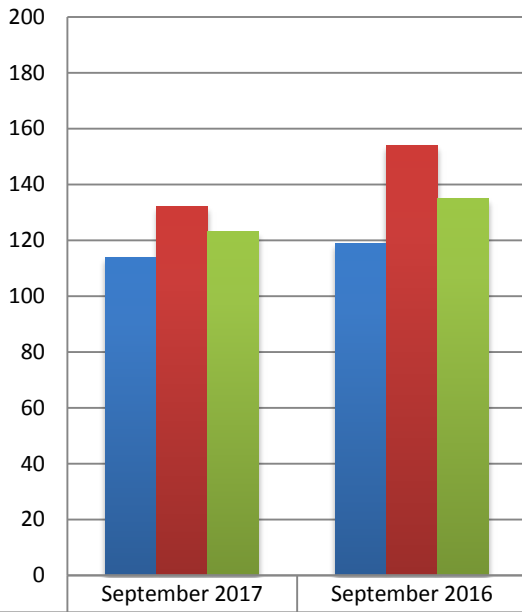


COMMERCIAL BUILDING PERMITS ISSUED



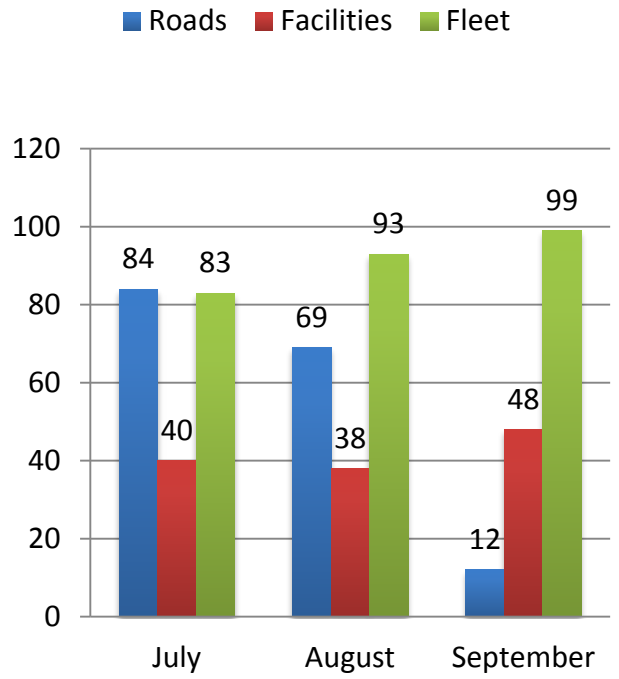


Inmate Population



	September 2017	September 2016
Lowest Daily Count	114	119
Highest Daily Count	132	154
Daily Average	123	135

Repair Requests





Dawson County Board of Commissioners

Elections/Registrar Monthly Report – September 2017

- **New Applications/Transfers In: 305**
- **Changes/Duplicates: 382**
- **Cancelled/Transferred Out: 131**
- **Total Processed: 818**

HIGHLIGHTS

Voter Registration Projects:

- NCOA (National Change of Address) confirmation notices (O.C.G.A. § 21-2-233) are completed.
- City election list pulled and prepared for candidate requests.

Elections Projects:

- **Municipal General Election – November 7, 2017**
 - Ballots and election supplies ordered and received.
 - Scheduled for October 3rd; voting equipment to be Logic & Accuracy tested, Advance Voting Manager training scheduled and Advance Voting room setup for the Municipal General Election.
 - Advance Voting is October 16 – November 3, 2017 from 8am-5pm Monday-Friday
 - Voter Registration cutoff October 10, 2017
- Recently purchased TSX voting units have been shipped to KSU for acceptance testing. We should receive notice within a couple of weeks to arrange pickup.
- Union County has requested 25 of the existing older R6 touchscreen units (we have 56). Once new TSX units are received, our office will begin transferring to other counties, per request, the state owned units. The process is to list existing serial numbers on a transfer sheet, forward to the Secretary of State for approval. SOS will then set up a time for KSU to come to our office and acceptance test the units before the receiving county picks them up.

Highlights of plans for upcoming month:

- Advance Voting and November election day preparations.
- Voting unit inventory transition.



Dawson County Board of Commissioners

Dawson County Emergency Services Monthly Report – September 2017

Fire Responses	July	August	September
2015	266	282	239
2016	287	256	229
2017	306	300	328

EMS Responses	July	August	September
2015	201	235	174
2016	216	215	185
2017	269	267	243

Plan Reviews: September: 10

EMS Revenue:

August 2016 - \$ 43,299.81
 August 2016 - \$ 66,112.62

- 52.5% Increase

Plan Review and Inspection Revenue Total: \$ 2,400.00

- County: \$ **2,400.00**
- City: \$ 100.00

Business Inspections Total: 57

- County Follow up: 10
- City Follow up: 0
- County Final Inspection: 05
- City Final Inspection: 01
- County Annual Inspections: 41
- City Annual Inspections: 0

HIGHLIGHTS

Dawson County Emergency Services Projects:

- Training hours completed by staff: 1011, including Flammable Liquids and Pressurized Container Fire Control. These classes are being taught to bring staff to the level of Firefighter II.
- Community Risk Reduction activities: 10 events in which we interacted with 732 individuals
- Public Education and Public Relations Events: 4 – 251 children and 248 adults
- CPR people Trained 192 – 57 children, 133 adults, 17 seniors
- Smoke detector installations: 04
- Search and Rescue: 01
- Fire investigation: 05
- Child Safety Seat Installation 10 – 1 Car Seat Event (Wal Mart) – education to 21 children and 16 adults
- Total water usage: 7,450 gals
- EWSA: 0 gals
- City: 1450 gals
- Pickens: 3,000
- Big Canoe: 3,000
- 7-Fires – Building – 4/ Grass or Wildland – 2 / Cooking -1
- Staff activities: received Board approval on 7 September reference a revised pricing option from EWSA for fire hydrant installation on Kilough Church Road; completed the MDA Labor Day Boot Drive raising over \$11,000.00 for MDA; attended the Region 2 Emergency Medical Services Advisory Committee meeting in Gainesville; hosted the second meeting for the 2017 Hazard Mitigation Plan Update at Amicalola Falls State Park; preparation, response, and recovery efforts from Hurricane Irma; conducted “Stop the Bleed” training at seven of the eight county schools (last one will be completed on October 16th); attended the Georgia EMS Educators Conference in Savannah and while there attended the GAEMS Leadership Alumni Meeting and the

GAEMS Membership Meeting; attended the Public Assistance meeting with FEMA in Cartersville; said farewell to a great employee of 15 years and wishes for a Happy Retirement – Betty Martin .



Dawson County Board of Commissioners

Facilities Monthly Report – September 2017

- **Total Work Orders: Forty-eight (48)**
- **Community Service Workers: One (1)**

HIGHLIGHTS:

- * **Shore Sweep 17' generated 13 tons of trash**
- * **Pressure Washed Top Roof and Dome of Government Center**



MONTHLY REPORT

For Period Covering the Month of September 2017

SN	TASKS/ WORK DONE	LOCATION/S of Service
1	Pro -Tec completed repairs	Jail & Rock Creek
2	Installed Gutters	Fire Station #6
3	Replaced Drain pump dish washer	Senior Center
4	Replaced light bulbs	Fire Stations #1 & #6
5	Trimmed Hedges	Health Dept & Adult Learning Ct
6	Moved Glenn Fry's office to 4022	Government Center
7	Changed LED light	Fleet Shop
8	Added Power Receptacle for new lift	N/A
9	Pressure washed Top Roof plus Dome (Sat 9/9/17)	Government Center
10	IRMA -Clean up on County Building and Roads 9/12/17	Government Center/Roads
11	IRMA- Clean up	War Hill Park
12	Replaced Generator Battery	Fire Station #7
13	Repaired Gutters	Historic Court House
14	Replaced Glass Window (third floor)	Government Center
15	Refinished Doors	Historic Court House
16	Repaired Major Water issues	New Jail
17	Shore Sweep 17' (13 tons Trash)	War Hill Park
18	Repaired Metal Siding	Transfer Building
19		
20		
21		
22		
23		
24		
25		
26	Total Work Orders for the month = (48)	Facilities
27	Total Community Service for the month = (1)	Facilities

These numbers do not reflect daily/ weekly routine duties to include:

- Cutting of grass and landscape maintenance on all county properties
- Cutting of grass and landscape maintenance on all five (5) parks on the west side of county
- Cleaning of the new government center and other county owned buildings, offices and facilities
- Emptying outside trash receptacles at county owned buildings
- Collecting and recycling of all county buildings, offices and facilities

Noted By: _____
JAMES TOLBERT, Facilities Director

Prepared By: MVBosten, 02/01/17



Dawson County Board of Commissioners

Finance Monthly Report – September 2017

FINANCE HIGHLIGHTS

- **LOST Collections:** \$568,284 – up 17.63% compared to 2016
- **SPLOST Collections:** \$645,796 – up 17.63% compared to 2016; 9.41% over projections for August 2017; Total SPLOST VI collections: \$15,599,077
 - \$548,927– County Portion (85%)
 - \$96,869 – City Portion (15%)
- **TAVT:** \$109,357
- **See attached Revenue and Expenditure Comparison for 2017**
- **Total County Debt:** \$2,916,350 (See attached Debt Summary)
- **Audit Status:** The 2016 audit is complete.
- **EMS Billing Collections:** \$54,351 for August; \$523,854 YTD
- **Budget Status:** The 2018 Budget was approved on September 21, 2017.
- **Monthly Donations/Budget Increases:** \$8,040
 - Passport Fees - \$3,125
 - Insurance Reimbursement on Damaged Property - \$1,520
 - Donations - \$3,395

PURCHASING HIGHLIGHTS

Formal Solicitations

- Tires
- Insurance Broker Services
- On-Call Electrical Services

Informal Solicitations

- None

Quotes for less than \$25,000 this month

- Gasoline – Fleet
- Diesel – Fleet
- Fire Alarm/Sprinkler/Extinguisher Maintenance - Facilities
- Pest Control - Facilities

Purchases for less than \$25,000 that did not get required quotes this month

- Weapons Cases (\$5,852) - Sheriff

Pending Projects

- Banking
- Emergency Medical Supplies
- Natural Gas
- Road Striping

Work in Progress

- Hazard Mitigation Plan Update – Fire
- Property Revaluation & Equalization Project – Tax Assessor
- Pool House Demo/Rebuild - Parks
- 4 Road Rehab Project – Roads
- LED Message Board Sign at VMP
- Pest Control – Facilities
- Fire Alarm/Sprinkler/Extinguisher Maintenance - Facilities

Future Bids

- Other 2017 Bids

Future Bids – SPLOST VI

- Spreader Body Dump Truck – Roads
- Pothole Patching Machine – Roads
- Equipment for Public Works
- Water Filtration System for DCGC & DCSO – Facilities
- Parking Lot Repairs at Veterans Park - Parks
- Other 2017 SPLOST Projects

DAWSON COUNTY LOST COLLECTION ANALYSIS

LOST COLLECTIONS BY SALES MONTH	2016									2017								
				2016 TOTAL			2016 TOTAL			TAVT \$			TOTAL OF LOST &					
	2016 LOST	\$ CHANGE	% CHANGE	TAVT	\$ CHANGE	% CHANGE	TAVT	\$ CHANGE	% CHANGE	2017 LOST	\$ CHANGE	% CHANGE	TAVT	CHANGE	% CHANGE	TAVT	\$ CHANGE	% CHANGE
JANUARY	403,647	(3,472)	-0.9%	88,609	(11,082)	-11.1%	492,256	(14,554)	-2.9%	441,890	38,243	9.47%	93,458	4,849	5.47%	535,348	43,092	8.75%
FEBRUARY	417,338	16,290	4.1%	59,291	(11,685)	-16.5%	476,629	4,605	1.0%	452,433	35,095	8.41%	74,403	15,112	25.49%	526,835	50,206	10.53%
MARCH	494,022	92,341	23.0%	92,619	(1,944)	-2.1%	586,641	90,397	18.2%	535,291	41,269	8.35%	107,527	14,908	16.10%	642,818	56,177	9.58%
APRIL	494,218	30,785	6.6%	72,830	(37,438)	-34.0%	567,048	(6,653)	-1.2%	529,434	35,216	7.13%	81,123	8,293	11.39%	610,557	43,509	7.67%
MAY	502,178	(7,052)	-1.4%	71,669	(14,265)	-16.6%	573,847	(21,317)	-3.6%	560,380	58,202	11.59%	107,209	35,540	49.59%	667,589	93,742	16.34%
JUNE	513,139	18,140	3.7%	76,593	(24,865)	-24.5%	589,732	(6,725)	-1.1%	581,229	68,090	13.27%	119,692	43,099	56.3%	700,921	111,189	18.85%
JULY*	520,934	10,640	2%	71,040	(33,947)	-32.3%	591,974	(23,307)	-3.8%	614,883	93,949	18.03%	80,577	9,537	13.4%	695,460	103,486	17.48%
AUGUST	483,123	10,224	2.2%	85,774	(17,254)	-16.7%	568,897	(7,030)	-1.2%	568,284	85,161	17.63%	109,357	23,583	27.5%	677,641	108,744	19.11%
SEPTEMBER	510,465	24,187	5%	90,752	1,510	1.7%	601,217	25,697	4.5%									
OCTOBER	539,988	61,868	12.9%	70,396	(10,325)	-12.8%	610,384	51,543	9.2%									
NOVEMBER	625,356	6,574	1.1%	57,577	(16,732)	-22.5%	682,932	(10,158)	-1.5%									
DECEMBER	710,278	48,140	7.3%	92,777	(8,064)	-8.0%	803,056	40,077	5.3%									
Prorata Distribution(June)	1,513	778					1,513			908								
Prorata Distribution (Dec.)	995	(1,044)					995											
TOTAL	\$ 6,217,194	\$ 308,399		\$929,927			\$7,147,120	\$122,574	22.9%	\$ 4,284,732	\$ 455,225		\$773,346			\$5,057,169	\$610,146	108.32%

FY17 LOST & TAVT	\$5,057,169
FY16 LOST & TAVT	\$7,147,120
FY15 LOST & TAVT	7,024,812
FY14 LOST & TAVT	6,771,602
FY13 LOST & TAVT	6,287,973
FY12 CONVERTED	5,763,005
FY12	5,632,027
FY11	5,244,606
FY10	4,939,542
FY09	4,789,221
FY08	5,015,881
FY07	5,621,760
FY06	5,608,446
FY05	4,426,013
FY04	3,527,663

FY16 ACTUAL TO DATE	\$3,828,598
FY17 ACTUAL TO DATE	\$4,284,732
\$ DIFFERENCE	456,133
% DIFFERENCE	11.91%

**BELOW FIGURES INCLUDE
TAVT CALCULATIONS**

FY16 ACTUAL TO DATE	\$4,447,023
FY17 ACTUAL TO DATE	\$5,057,169
\$ DIFFERENCE	610,146
% DIFFERENCE	13.72%



Dawson County Board of Commissioners

Fleet Maintenance and Fuel Center Monthly Report –August 2017

FLEET

- **Preventative Maintenance Performed: 22**
- **Tires Mounted: 30**
- **Repair Orders Completed: 99**
- **Labor Hours: 230.1**
- **Labor Cost Savings: \$8,509.10**
(Comparison of the Fleet Maintenance rate of \$43.02 per labor hour to outsourced vendors rate of \$80.00 per labor hour)
- **Parts Cost Savings: \$1,419.34**
(Comparison of Dawson County's parts discounts to outsourced markup; average 20%)
- **Total Cost Savings for October: \$9,928.44**

FUEL CENTER

- **Average fuel center price per gallon:**
Gasoline: \$2.09
Diesel: \$2.00
- **Fuel Center Usage - Dawson County and Board of Education**
Gasoline: 10,990.4 gallons; 851 transactions
Diesel: 6,198.5 gallons; 184 transactions
- **Fuel Center Usage - Etowah Water and City of Dawsonville**
Gasoline: 1,561.4 gallons; 83 transactions
Diesel: 559.40 gallons; 15 transactions
- **Revenue from Etowah Water and City of Dawsonville: \$106.04**

HIGHLIGHTS

- Fleet Maintenance helped with tree removal from the road ways due to the hurricane.
- Fleet Maintenance obtained the emergency lighting for the new purchased vehicles. The lights were installed on the vehicles at Fleet also saving the county money.
-



Dawson County Board of Commissioners

Human Resources Department Monthly Report – September 2017

POSITION CONTROL

- Positions approved by BOC: 443
- # of filled F/R Positions: 262
- # of filled F/T Positions: 0
- # of filled Grant Funded Positions: 6
- # of filled P/R Positions: 42
- # of filled P/T Seasonal Positions: 12
- # of Supplemental Positions: 50
- # of Vacant Positions: 42
- #of Frozen Positions: 29
- % of Budgeted/Actual Positions: 84%

ADDITIONAL INFORMATION

- FMLA/LOA tracking: 4
- WC and/or P & L Claims filed: 4
- Unemployment Claims received: 0
- Performance Evaluations received: 3

HIGHLIGHTS

Positions Advertised/ Posted: 5

- Emergency Services- Administrative Assistant
- Facilities- Building Maintenance Mechanic
- Planning & Development- Code Enforcement Officer
- Public Works- Part-Time Operator I
- Senior Services- Meals On Wheels Driver

Applications Received: 19

New Hires added into system: 3

- Jacob Wray- Emergency Services
- Casey Creel- Sheriff's Office
- Ed Roach- Sheriff's Office

Terminations Processed: 6

- Kevin Barger- D.A.'s Office
- Justin Suggs- Emergency Services
- George Pittman- Facilities
- Ken Moss- Marshal's Office
- Meghan Purvis- Parks & Rec.
- Kimberly Elmore- Sheriff's Office

Additional Highlights for September

- Hosted annual Fall Employee Flu Shot Clinic- 52 vaccinations administered and 8 vouchers given
- HR Specialist Hudson attended "Health Promotion Champion" through LGRMS and received the check for our ACCG Wellness Grant funds
- Completed LGRMS Policy Audit



Dawson County Board of Commissioners

Information Technology – September 2017

- **Calls for Service: 98**
- **Service Calls Completed: 98**

Highlights

- **Fiber installation complete for Rock Creek Complex**
- **Still in the process of setting up off site data back-up**
- **Working with purchasing on new phone system**



Dawson County Board of Commissioners

Marshal Monthly Report – September 2017

- Alcohol License Establishment Inspections: 0
- Alcohol Pouring Permits Issued: 28
- Animal Control Calls Handled: 89
- Animal Bites to Human investigated: 0
 - 0 Quarantined –
- Animals Taken to DC Humane Society: 34
- Dangerous Dog Classification: 0
- Citations Issued: 0
- Complaint Calls/In Field Visits: 36
- After hour calls: 0
- Erosion Site Visits: 4
- E-911 Addresses Issued: 0
- Non-conforming Signs Removed: 0

HIGHLIGHTS

We are currently recruiting for a new code enforcement/animal control officer.



Dawson County Board of Commissioners

Planning and Development Monthly Report – September 2017

- **Total Building permits Issued**
 - September 2017: 34 down 16.6%
 - YTD 2017: 391
 - Single Family New Homes: 17 down from 22 in August 22.7% decrease
 - Commercial Buildings: 10 up from 9 in August 11% increase
- **Business Licenses Issued:**
 - September 2017: 126
 - YTD 2017: 1533
- **Total Building Inspections Completed:**
 - September 2017: 290 down 27%
 - YTD 2017: 3159
- **Variances/Zonings Processed:**
 - September 2017: 0
 - YTD 2017: 16
- **Plats Reviewed:**
 - September 2017: 13 down 7%
 - YTD 2017: 98
- **Total Stormwater/Erosion Inspections: 18**
- **Total Stormwater Warnings/Stop Work Orders Issued: 0**
- **Total Civil Plan Review Meetings: 2**
- **Total Building Plan Review Meetings: 3**

HIGHLIGHTS

Planning & Building Projects:

- Tom Johnson recently recertified as a building inspector.



Dawson County Board of Commissioners

Parks and Recreation Monthly Report –September 2017

- **Youth Sports Participants**
 - September 2017: 1097 down 30% compared to same month last year.
 - YTD 2017: 10,899 up 2% compared to last year
- **Facility Rentals/Bookings/Scheduled Uses:**
 - September 2017: 1491 up 19% compared to same month last year
 - YTD 2017: 16,834 up 40% compared to last year
- **Adult and Youth Wellness and Specialty Program Participation:**
 - September 2017: 495 down 73% compared to same month last year down due to pool swimmers and war hill guest now being tracked under facility usage.
 - YTD 2017: 12,197 down 34% compared to last year down due to swimmers and war hill guests now being tracked under facility usage.
- **Total Customers Served:**
 - September 2017: 3083 down 13% compared to same month last year
 - YTD 2017: 39,902 up 8% compared to last year

HIGHLIGHTS

Park Special Events:

- “Pups in the Park” was held September 23rd at Rock Creek Park. Sponsored by the Dawson County Humane Society. Approximately 250 people attended the event.

Park Projects:

- Total revenue for WHP was \$2278 and total pool revenue was \$387
- Shore Sweep 2016 was held September 23rd with War Hill Park as one of the collection locations.
- Pool closed for Summer September 4th. Construction fencing has been installed and concrete cut in preparation for the pool house demo and subsequent construction of a new pool house. Architectural designs are complete for the new construction.
- Rotary Island closed for Summer September 4, 2017
- Measurements have been taken and bid documents are being prepared for the repaving of Veterans Memorial Park.

Athletic and Program Summary:

- Football games continued throughout the month of September. Early indications are 5 of our 7 teams will likely make the playoffs.
- Fall baseball, softball, tball and soccer games began in September.

- Registration for winter basketball and wrestling continued throughout the month of September.
- Additional specialty programs for the month included basketball lessons, adult boot camp, Dance classes, Tai Chi, Fit Camp and Yoga
- Park and Rec Night at DCHS Football was held September 15th. All football, cheer and fall sports teams were recognized on the field at half time.

On the Horizon:

- Next Park Board meeting November 13th at 5:30
- MFL Football playoffs begin October 21st
- October 19th Lisa and Joey will attend the annual GRPA Rural Directors Roundtable in Pickens County.
- Basketball and wrestling evaluations and practices begin in late October
- Trunk or Treat October 31st at RCP
- Basketball games and wrestling matches begin in December
- Breakfast with Santa is December 2nd at RCP.

Pups in the Park

Saturday, September 23, 2017

According to event organizer Carolyn Bowen, the event went really well. Approximately 60 runners raced in the 5K race, which started out the day. Throughout the duration of the event, there were approximately 250 people in attendance, enjoying the contests, activities, and vendors. Proceeds from the annual event benefitted the Dawson County Humane Society.

	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV	DEC	TOTALS
Rock Creek Park													
Tv Room	9	11	8	5	8	17	6	6	3				
Classroom	8	8	6	4	6	14	2	6	5				
Community Room	33	38	42	36	38	49	36	39	38				
Gyms	198	165	140	128	135	210	220	230	215				
Small Pav.	1	5	5	9	26	42	43	39	26				
Large Pav.	0	5	5	12	14	15	10	8	6				
Fields 7-16	20	25	160	165	150	160	140	160	185				
Soccer Fields	25	35	265	260	260	125	25	80	230				
Tennis Courts	10	15	15	15	15	25	25	25	25				
Weight Room	224	235	255	268	241	246	195	186	171				
2 story/upstairs	10	10	10	10	10	10	10	10	10				
Totals	538	552	911	912	903	913	712	789	914	0	0	0	7144
Veteran's Memorial Park													
Gym	115	95	55	58	55	52	80	65	60				
Small Pav.	0	0	2	2	8	11	5	3	2				
Large Pav.	0	0	2	5	12	8	5	3	4				
Pool Rentals-Uses	0	0	0	0	22	120	98	32	4				
Pool Swimmers Season Passes					386	2407	2379	452	135				
War Hill Park visitors- Day Use					178	298	341	381	129				
War Hill Park Camping Reservations					179	198	195	137	118				
Fields 1-6	0	25	85	78	60	55	70	75	75				
Football Field	0	5	0	1	5	15	5	5	25				
Other	15	15	15	15	15	15	15	15	15				
Totals	130	140	159	159	920	3179	3193	1168	567	0	0	0	9615
Fire Station 2	8	9	10	10	7	5	6	10	10				75
Total	676	701	1080	1081	1830	4097	3911	1967	1491	0	0	0	16834
T-Ball Participants	57	116	116	116	116	15	35	94	94				
BB Participants	102	250	250	250	250	74	51	181	181				
Adult League	0	0	120	306	315	315	315	0	0				
Basketball	278	60	0	0	0	0	0	0	60				
Football	0	0	0	0	159	163	166	166	166				
Cheer	0	0	0	0	60	60	62	62	62				
Wrestling	25	0	0	0	0	0	0	0	4				
Track	6	21	21	21	22	0	0	0	0				
Travel	90	90	90	90	90	90	160	160	160				
Instructional League	47	73	73	73	0	0	0	0	20				
Softball	38	111	111	111	111	56	14	80	80				

Soccer	288	264	264	264	264	264	160	270	270				
Swim Team	0	10	10	49	55	55	55	0	0				
Tournament Participation	0	370	0	0	252	105	0	0	0				
Volleyball	36	71	71	71	0	0	0	0	0				
Totals	967	1436	1126	1351	1694	1197	1018	1013	1097	0	0	0	10899

Monthly Report Totals - 2017

Activity	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total
All Sports Day Camps (1 & 2)	-	-	-	-	-	90	-	-	-				90
Basketball Lessons	6	6	6	16	16	1	1	-	-				52
Basketball Pre-Try Out Prep Camp	-	-	-	-	-	-	-	-	-				0
Battle of the Best Relay for Life Fundraiser	-	1,500	-	-	-	-	-	-	-				1,500
Boot Camp (all classes)	24	33	35	35	31	21	19	140	161				499
Breakfast with Santa	-	-	-	-	-	-	-	-	-				0
Camp of Ballers	-	-	-	-	-	-	-	-	-				0
Cheerleading Camp	-	-	-	-	-	-	15	-	-				15
Circuits & Supersets	-	-	-	-	-	-	-	-	-				0
Community Egg Hunt	-	-	-	1,500	-	-	-	-	-				1,500
Dance	7	7	9	13	13	-	-	35	36				120
Dance Camp	-	-	-	-	-	-	-	-	-				0
Dance Recital	-	-	-	-	100	-	-	-	-				100
FIT (Functional Interval Training)	-	-	-	13	10	-	-	-	-				23
Fit Camp/Fit Trail	-	-	-	-	-	5	2	2	6				15
Fitness Sampler	-	-	-	-	-	-	-	-	-				0
Guard Prep Camp	-	-	-	-	-	-	-	-	-				0
Healthy Eating Club	-	-	8	8	-	-	-	-	-				16
Hula Hoop Fitness Class	-	-	-	-	-	-	-	-	-				0
Kangoo (all classes)	-	-	-	-	-	-	-	-	-				0
Kids Fit	-	-	-	-	-	-	-	-	-				0
Lady Tigers Fundamental Basketball Camp (girls)	-	-	-	-	-	20	-	-	-				20
Movies in the Park	-	-	-	-	-	500	-	200	-				700
Pool Swimmers	-	-	-	-	-	-	-	-	-				0
Pups in the Park	-	-	-	-	-	-	-	-	250				250
Relay for Life	-	-	-	3,000	-	-	-	-	-	-	-	-	3,000
Rotary Day	-	-	-	-	500	-	-	-	-				500
Sandy's Basketball Camps	-	-	-	-	-	16	16	-	-				32
SilverSplash	-	-	-	-	-	-	18	113	-				131
Speed & Agility Camp	-	-	-	-	-	-	-	-	-				0
Spring Sports Opening Day	-	-	3,000	-	-	-	-	-	-				3,000
Swim Lessons	-	-	-	-	-	85	-	-	-				85
Tai Chi	8	5	5	5	4	4	4	28	12				75
Tennis Lessons	-	36	36	36	20	24	-	-	-				152
Tigers Fundamental Basketball Camp (boys)	-	-	-	-	-	24	-	-	-				24
Trunk or Treat	-	-	-	-	-	-	-	-	-				0
UFA Soccer Camp	-	-	-	-	-	19	-	-	-				19
Volleyball Camp/Clinic	-	30	-	-	-	-	15	-	-				45
Volleyball Lessons	-	-	-	-	3	5	6	-	-				14
Water Aerobics	-	-	-	-	-	-	17	44	-				61
Yoga	12	12	20	12	12	12	12	37	30				159
Zumba	-	-	-	-	-	-	-	-	-				0

57 1,629 3,119 4,800 709 826 125 599 495 0 0 0 12,197

**Beginning with the August 2017 totals, the participation totals are based on daily usage, rather than total number of participants on the class roster.



Dawson County Board of Commissioners

Public Works Monthly Report –September 2017

ROADS:

- Work Orders: 12
- Mowing: 7.57 road miles
- Gravel: 90 tons
- Tanner Rd is substantially complete and Kelly Bridge Rd is 98 percent complete, Steve Tate is 90 percent complete, and work will commence on Thompson Rd the week of October 9.
- Irma clean up
 1. In all, 63 county and state roadways were impacted or blocked by trees and/or utility lines because of the storm (there were more than 7,000 power outages across the county).
 2. To date, our Public Works team has cleaned approximately 115 miles of right of way – averaging 2 trees per mile of road. There are about 5,000 cubic yards, or over 200 tons (333 truckloads) of debris currently at our EPD-approved temporary debris site. All hauled by local contract haulers.
 3. Fortunately, Dawson County saw no deaths due to the storm. There were four reported injuries, all of which were minor.
 4. Right of way cleanup was completed Friday, September 30. GEMA mandatory meeting (McKee, Swafford and Vickie attended). Public assistance application briefing - because we completed the cleanup within 30 days we should be entitled to an 85% reimbursement.

ENGINEERING/GIS:

- Assisted Other Departments with GIS needs
- Assisted public with maps and GIS requests
- Assisted with Hurricane Irma response and cleanup
Continued working Culvert analysis

TRANSFER STATION:

- Solid Waste: 523.06 Tons
- Recycling: 27.61 Tons
- Recycling scrap metal: 6.96 Tons



Dawson County Board of Commissioners

Dawson County Senior Services Monthly Report – September 2017

SENIOR CENTER

- **Home Delivered Meals Served**
 - September 2017: 1,270 down 31% compared to same month last year
 - YTD 2017: 12,034 down 25% compared to last year
- **Congregate Meals Served**
 - September 2017: 401 down 41% compared to same month last year
 - YTD 2017: 4,972 up 4% compared to last year
- **Physical Activity Participation**(Tai Chi, Silver Sneakers, individual fitness)
 - September 2017: 357 no change compared to same month last year
 - YTD 2017: 4,518 up 28% compared to last year
- **Lifestyle Management Participation**(art, bridge, bingo, awareness, prevention)
 - September 2017: 164 down 41% compared to same month last year
 - YTD 2017: 2,141 up 13% compared to last year

(The Center was closed for one week during September due to Hurricane Irma. This is reflective in our numbers for the month)

HIGHLIGHTS

September Events:

- Senior Center Clients enjoyed a fun day in Gainesville attending a seminar on Falls Prevention. They visited booths, watched demonstrations, and enjoyed a free lunch.
- Senior Center Clients visited “Outside the Lines” Art Studio in September and got to paint their own piece of pottery.
- Silver Sneakers classes continue on Tuesday and Thursday. Tai Chi is offered Monday and Wednesday. Floor and Chair Yoga are held on Fridays. Sit and Stretch is held each Wednesday. Bible Study is on the First Tuesday and every Thursday as well as Art/Jewelry Classes on Thursday and Friday

Special Dates Coming Soon:

- October 2, 16: BINGO
- October 3: Nutrition Education with Michelle
- October 9: BINGO with Southern Companion
- October 10: GA Legal Services
- October 10: Health Education with Dedri
- October 11, 24: Walmart
- October 9, 27: Ninth District Heating Assistance Discussion
- October 13: Humane Society
- October 16: Dollar Tree
- October 17: GA Mountain Fall Festival
- October 20: Special Singing with the Spicer Family
- October 23: Today’s Seniors with Dawn & Krista
- October 25: Pumpkin Farm and Picnic

- October 30: Eon Health – Paper Petals
- October 31: Halloween Party

TRANSIT

- **DOT Trips Provided**
 - October 2017: 207 down 23% compared to same month last year
 - YTD 2017: 2,084 down 17% compared to last year
- **Senior Trips Provided**
 - October 2017: 611 up 3% compared to same month last year
 - YTD 2017: 6,145 up 11% compared to last year
- **# of Miles**
 - October 2017: 5,579 down 43% compared to same month last year
 - YTD 2017: 65,704 down 8% compared to last year
- **Gallons of Fuel**
 - October 2017: 745 down 30% compared to same month last year
 - YTD 2017: 8,371 down 3% compared to last year

(The Center was closed for one week during September due to Hurricane Irma. This is reflective in our numbers for the month)

HIGHLIGHTS

September Events:

- Bill Cain transferred from a part time Meals on Wheels Driver to a full time Transit Driver.