#### DAWSON COUNTY BOARD OF COMMISSIONERS WORK SESSION AGENDA – THURSDAY, NOVEMBER 21, 2024 DAWSON COUNTY GOVERNMENT CENTER ASSEMBLY ROOM 25 JUSTICE WAY, DAWSONVILLE, GEORGIA 30534 4:00 PM

#### **NEW BUSINESS**

- 1. Presentation of Juror Pay- Court Administrator Jason Stephenson
- 2. Presentation of RFP #444-24 Dawson County Library Repurpose Renovations Award Request- Dawson County Library Director Leslie Clark / Purchasing Manager Melissa Hawk
- 3. Presentation of IFB #461-24 Harbour Ridge Road Paving Project Award Request- Public Works Director Robert Drewry / Purchasing Manager Melissa Hawk
- 4. Presentation of Recommendation to Decline a Generator Grant Related to Tropical Storm Zeta- Emergency Services Director Troy Leist
- Presentation of Request to Apply for Assistance to Firefighters Grant- Emergency Services Director Troy Leist
- <u>6.</u> Presentation of Request to Extend and Allocate Additional Funds for Sign-On Bonuses for Full-Time Paramedic Applicants / New Hires- County Manager Joey Leverette
- 7. County Manager Report
- 8. County Attorney Report
- \*A Voting Session meeting will immediately follow the Work Session meeting.



# DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA REQUEST FORM

Department:	Superior Court			Work Ses	sion: Novemb	er 21st, 2024					
Prepared By:	Jason Stephen	son		Voting Session: December 5th, 2024							
Presenter: Jas	resenter: <u>Jason Stephenson</u> Public Hearing: Yes No <u>X</u>										
Agenda Item	Title: Presenta	tion of Juror F	ay								
Background I	nformation:										
"shall fix an	OCGA 15-2-7 provides that the first grand jury impaneled at the fall term of the Superior Court "shall fix an expense allowance for trial and grand jurors in superior courts of such counties for the next succeeding year not to be less than \$5.00 nor to exceed \$50.00 per diem."										
	presentment fi se allowance a				Grand Jury h	as fixed the					
jurors was n officers (for standard \$50 Superior Co	nation:  ne 2023 Grand of changed, and eperson, asst.  or rate for all Deput has request, 100 due to the	d has remaine foreperson, clawson County sted \$59,074	ed at \$30 per derk, and sgt. of jurors effection	ay for non-off of arms). This we January 1, 2	ficers and \$35 agenda item 2025.	per day for approves a					
•	Budget Information:  Applicable: X Not Applicable: No X										
	Department	Account #	Budget	Balance	Requested	Remaining					
100	00	2150	521102								
*If this is a personnel-related request, has it been reviewed by Human Resources? N/A  *If this item is being requested to move to the same day's voting session for BOC consideration, provide detailed justification for the request:											

Recommendation/Motion:	
Department Head Authorization:  Finance Department Authorization:  County Manager Authorization:	Date:
Comments/Attachments:	11/12/24

#### DAWSON COUNTY GRAND JURY INTERIM PRESENTMENT

#### SEPTEMBER, 2024

TO: THE HONORABLE JASON J. DEAL, KATHLENE GOSSELIN, BONNIE OLIVER, CLINT BEARDEN, and LINDSAY H. BURTON, Judges of the Superior Court of Dawson County, Northeastern Judicial Circuit.

This Grand Jury, chosen for the September, 2024 Term of Court of the Dawson County Superior Court, respectfully submits the following interim presentment:

#### **GRAND JUROR PAY**

This Grand Jury voted that Grand Juror Pay should be raised to \$50 per diem from its current amount pending approval from the Dawson County Commission.

This 15<sup>TH</sup> day of OCTOBER, 2024.

In F. Connolly

McKenzi Farris

Clerk

Shawn David Barido

Brian Gordon Brouillette

Abigail Mae Nissen Burns

Walter Jewel Butts, Jr.

John Francis Connolly

John Christopher Cushanick

James Philip Derose

McKenzi Nicole Farris

Charlete Osinga Fleming

Adrienne Danielle Goebel

CLERGE OFFICE STORMAN CLERGE OFFICE STORMAN THEO FOR RELORD

11 12:50 PM 10-15-2024

Clerk

Johnny Wayne Harrison

**Dustin Nathaniel Heard** 

Bridget M. Kahn

Leslie B. Kupkowski

David Christian Leahy

Barbara Ann Lewis

Carolyn Cook Littell

Chad Aaron MacDonald

Krystal Marie McBride

Hugh McDonald

James Kendrick Shafter

Timothy Dwayne Wilson

Ana Mercedes Zapata

Zachary A. Eckert, Alternate

Franklin S. Roberts, Alternate

Joseph L. Waitman, Alternate

#### STATE OF GEORGIA

#### **DAWSON COUNTY**

The within and foregoing presentments received and read in open court, the same are hereby approved and ordered published as recommended and spread upon the minutes of this Court.

This 15 day of Ochle, 2025.

Honorable CLINT G. BEARDEN
Northeastern Judicial Circuit



# DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA REQUEST FORM

Department: <u>Library</u> Work Session: <u>November 21, 20</u>						mber 21, 2024
Prepared By: Melissa Hawk Voting Session: December 5, 20						ember 5, 2024
Presenter: M	elissa Hawk			Public H	learing: Yes X	<u>XX</u> No
Agenda Item Award Requ		ation of <u>RFP</u>	#444-24 Daws	on County Libr	ary Repurpose	e Renovations
Background	Information:					
	act Fees) on June			he Ga Public Lib e used for the re		
Current Info	rmation:					
response w	as received. U	pon evaluatio	on of the technic	and opened on cal proposal and ses to perform a	d then reviewing	ng the price
Budget Infor Applicable:	mation: Not Ap	plicable:		Budg	geted: Yes	No
Fund	Department	Account #	Budget	Balance	Requested	Remaining
250 Fund	6510	541300 Account #	\$250,000.00 Budget	\$250,000.00 Balance	Requested	Remaining
250 Fund 785	6510 Department 6510	541300 Account # 541300	\$250,000.00 Budget \$25,000.00	\$250,000.00 Balance \$25,000.00	Requested	Remaining
Fund 785	Department 6510	Account # 541300	Budget \$25,000.00	Balance		Remaining
Fund 785 *If this is a p	Department 6510  personnel-relate	Account #  541300  ed request, hasted to move	\$25,000.00 as it been review to the same day	\$25,000.00	Resources?	
Fund 785 *If this is a p	Department 6510  Dersonnel-related is being reques	Account #  541300  ed request, hasted to move	\$25,000.00 as it been review to the same day	\$25,000.00 wed by Human	Resources?	
*If this is a provide deta  Recommend a contract to	Department 6510  Dersonnel-related is being requestiled justification  attion/Motion: Emery & Assett tilizing both	Account #  541300  ed request, hasted to move on for the request.  Staff respection of the request.	Budget \$25,000.00  as it been review to the same day uest:  fully requests the amount of \$22	\$25,000.00 wed by Human	Resources? on for BOC co	ceived; award

Comments/Attachments: Presentation

# RFP #444-24 DAWSON COUNTY LIBRARY REPURPOSE RENOVATIONS



NOVEMBER 21, 2024





- ❖The Board approved a \$250,000.00 grant received from the Ga Public Library System and \$25,000.00 match (Impact Fees) on June 6, 2024.
- These funds are to be used for the repurpose renovations for the Allen Street Library.

## Procurement Approach and Procedure

## Bid According to Policy

- ✓ Advertised in Legal Organ
- ✓ Posted on County Website through Vendor Registry
- ✓ Posted on Georgia Procurement Registry
- ✓ Notification through County's Facebook and Twitter accounts
- ✓ Notification through Dawson County Chamber of Commerce
- ✓ Received 1 proposal





## **Evaluation Team**

## Bid According to Policy

- ✓ Advertised in Legal Organ
- Posted on County Website through Vendor Registry
- ✓ Posted on Georgia Procurement Registry
- Notification through County's Facebook and Twitter accounts
- ✓ Notification through Dawson County Chamber of Commerce
- ✓ Received 1 proposal





## Technical Proposals Evaluation Committee

Library Director Leslie Clark

Operations Specialist Michael Middleton

(Dawson County)Branch Manager Stacey Leonhardt

Facilitated by Purchasing Manager Melissa Hawk

## Scope of Work Overview

- **Story Time Room**
- **Convert Administrative Office to Meeting Space**
- **\*** Create Branch Manager Office in Current Workroom
- \*Replace Carpet with Carpet Squares or LVP
- **Repaint the Inside of the Library**
- Cut Curb to Create a Ramp

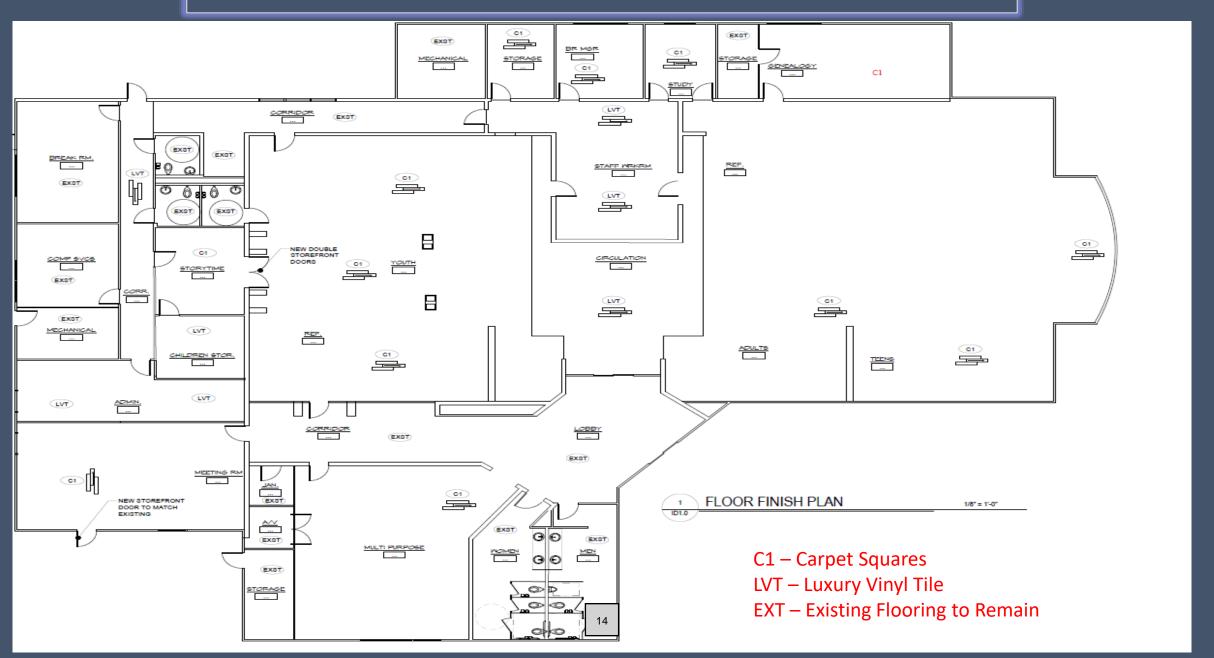




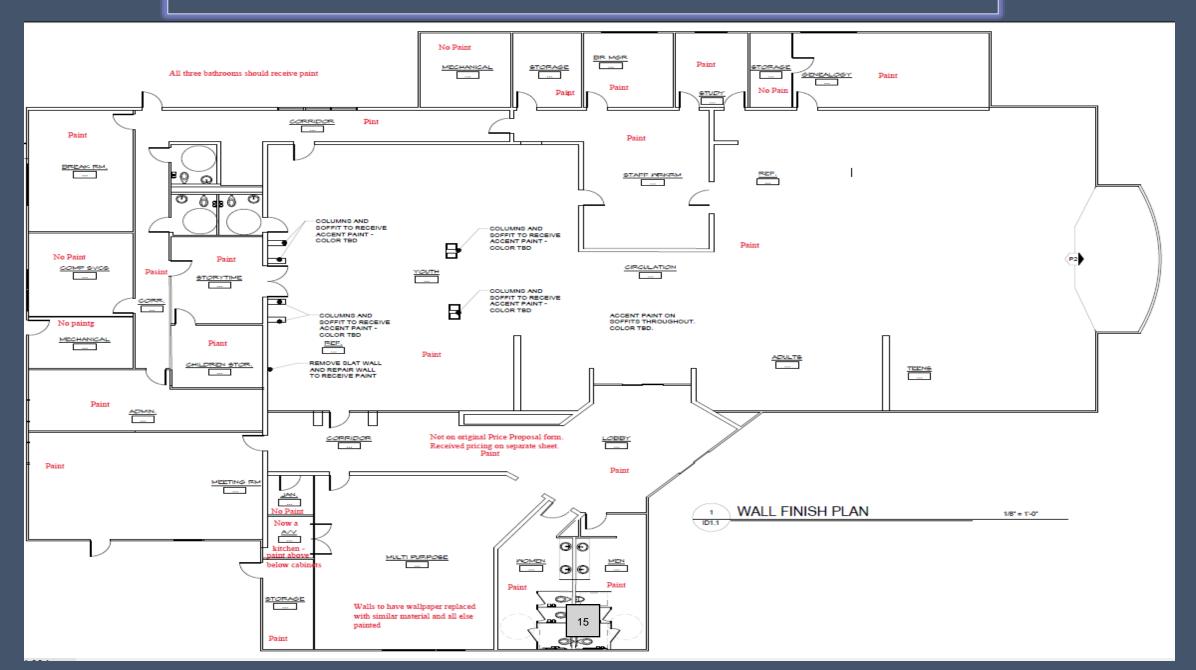




## Floor Finish Plan



## Wall Finish Plan



# Offer Received

Administrative Office Scope of Work	\$9,898.00
Existing Meeting Room Scope of Work	\$9,386.00
Director's Office Scope of Work	\$1,334.00
Reception/Business Office Scope of Work	\$675.00
Staff Workroom Scope of Work	\$16,165.00
Associate Director's Office Scope of Work	\$1,726.00
Storage Room Scope of Work	\$4,442.00
Branch Manger's Office Scope of Work	\$7,448.00
Storytime Area Scope of Work	\$10,216.00
Youth's Area Scope of Work	\$19,085.00
New Meeting Room Scope of Work	\$10,704.00
Curb, Pad and Ramp Scope of Work	\$5,726.00
Assistant Director's Office Scope of Work	\$146.00
Hallway Scope of Work	\$5,368.00
Genealogy Scope of Work	\$3,986.00
Study Scope of Work	\$2,686.00
Second Storage Room Scope of Work	\$2,680.00
Adult/Teens/Coorirdor/Lobby Scope of Work	\$105,861.00
Alternate 1 - Replace Wallpaper in Multipurpose Room with Similar Wallpaper	\$9,834.00
Total Price	\$227,366.00

# Summary of Scores

COMPANY	COMPANY BACKGROUND AND STRUCTURE	EXPERIENCE & QUALIFICATIONS OF DEDICATED STAFF	PROJECT UNDERSTANDING/ APPROACH TO SCOPE OF WORK	REFERENCES	TECHNICAL SCORE	Cost/ FINANCIAL	Total SCORE
Emery & Associates	30	75	73	30	69	30	99

All scores are rounded up to the nearest whole number.

## Staff Recommendation

Staff respectfully requests the Board to accept proposal received; award a contract to Emery & Associates, in the amount of \$227,336.00, and a 10% County-controlled contingency; utilizing both the Grant and Impact Fee Funds.

These funds have already been approved by the BOC.

THANK YOU FOR YOUR TIME





# DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA REQUEST FORM

Department:	Public Works			Work S	Session: <u>Novem</u>	ber 21, 2024
Prepared By:	Melissa Hawk	<u> </u>		Voting	g Session: <u>Dece</u>	mber 5, 2024
Presenter: Ro	bert Drewry			P	ublic Hearing:	Yes No X
Agenda Item <u>Request</u>	Title: Presen	tation of <u>IFB</u>	#461-24 Har	bour Ridge F	Road Paving P	roject Award
Background 1	Information:					
create specia	•	January 20, 20	22. The Board a		e Board adopted ax district and to	
Current Infor	mation:					
Three bids v		Colditz Trucki	ing, Inc. is the	most responsi	ed on Novemb ble and respons	
Budget Information Applicable: _	mation: Not App	plicable:	_	Bud	geted: Yes	No
Fund	Department	Account #	Budget	Balance	Requested	Remaining
					\$164,601.00	
*If this is a p	ersonnel-relate	d request, has	it been review	ved by Humaı	n Resources? _	
	s being reques		•	s voting sess	sion for BOC co	onsideration,
		-	• •		cept the bids re s to be utilized	
Finance Depa	Head Authoriza artment Authoriger Authoriza	rization: <u>Vicki</u>	•			e: <u>11/12/2024</u> e: <u>11/12/24</u> e:

Comments/Attachments: Presentation

# IFB #461-24 HARBOUR RIDGE ROAD PAVING PROJECT

NOVEMBER 21, 2024



# Background and Overview

❖This project is the first Special Ad Valorem Tax District approved since the Board adopted the code to create special tax districts on January 20, 2022.

- The Board approved this tax district and to accept right of way associated with the project on July 18, 2024.
- ❖ An IFB was released on October 14, 2024 for the work and opened on November 7, 2024.

## Procurement Approach and Procedure

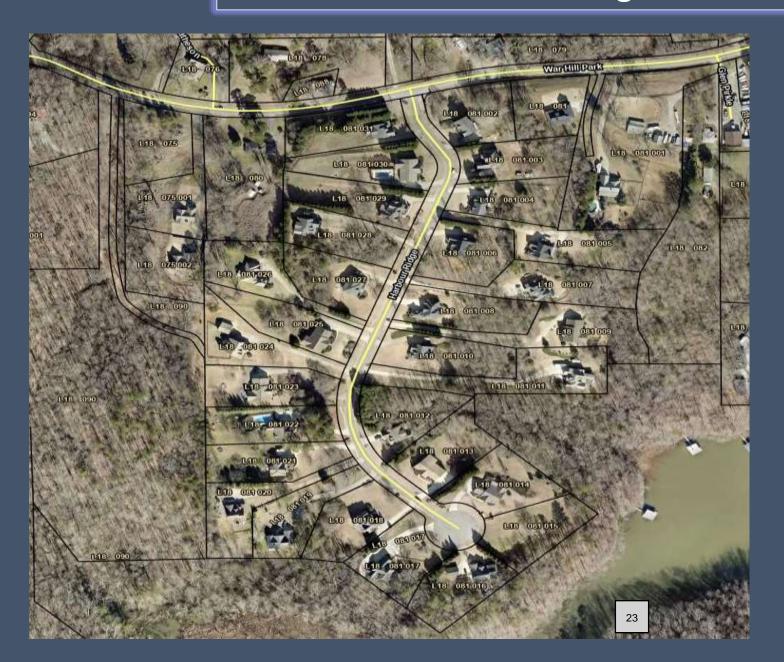
## Bid According to Policy

- ✓ Advertised in Legal Organ
- Posted on County Website through Vendor Registry
- ✓ Posted on Georgia Procurement Registry
- ✓ Notification through County's Facebook and Twitter accounts
- ✓ Notification through Dawson County Chamber of Commerce
- ✓ Received 3 bids received





# Harbour Ridge Subdivision



- ➤ Originally platted development in 2004
- ► Located off War Hill Park Road
- ≥30 lot residential subdivision
- ➤ Roads and drainage system has not been accepted into the maintenance system of Dawson County
- ➤ Title Certification: the right of way is owned by Claude Sims
- ➤ Application for Preliminary Petition started in May 2022

# Harbour Ridge Road







## Scope of Work Overview

- **Paving plan and design mix is to be approved prior to work beginning.**
- \*Road shall remain open at all times.
- \*Traffic control is to be maintained and materials transfer vehicle is to be utilized throughout the project.
- \*Provide temporary raised pavement markers and temporary signage and all striping.
- \*Remove and replace curb and gutter.
- **❖** Mill 1 ½" the entire road, to include the cul-de-sac.
- **❖** Deep patch failed areas.
- \*Resurface all of road with 1 ½" 9mm asphalt paving course.
- \*Remove loose grout and debris in storm pipe prior to grouting.
- **❖** Grout all storm pipe connections. There are 12 pipe connections for 7 storm drain basins.







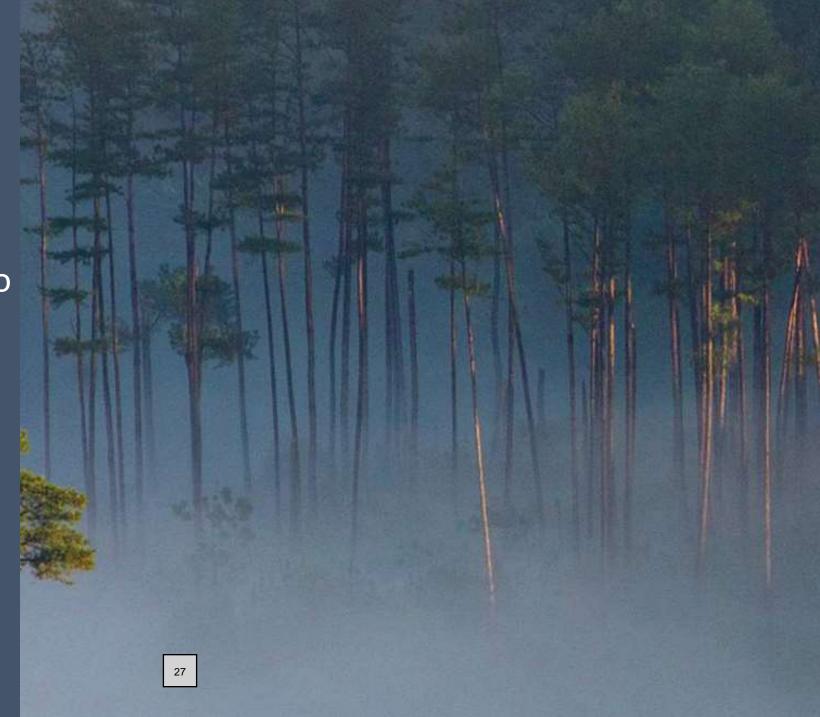


## Offers Received

				Colditz Trucking, Inc.  Vertical Earth, Inc.		Blount Construct			
		Estimated		Colui	iz Trucking, inc.	vertic	ai Laitii, iiic.	IIIC	Total
Line Item	Description	Quantity	Unit	Unit Cost	Total Estimated Cost	Unit Cost	Total Estimated Cost	Unit Cost	Estimated Cost
1	HARBOUR RIDGE ROAD - Approx. 0.31 miles or 1,636 feet including cul-de-sac								
1.1	Traffic Control and Mobilization	1	Lump sum	\$14,000.00	\$14,000.00	\$13,039.74	\$13,039.74	\$33,036.05	\$33,036.05
1.2	Remove & Replace curb and gutter	200	LF	\$85.00	\$17,000.00	\$69.57	\$13,914.00	\$85.68	\$17,136.00
1.3	Mill 1-1/2"	4300	SY	\$5.00	\$21,500.00	\$3.31	\$14,233.00	\$4.15	\$17,845.00
1.4	Deep Patch 3" depth and replace with B- MOD Asphalt Binder, 20' wide	300	TN	\$160.87	\$48,261.00	\$182.40	\$54,720.00	\$167.15	\$50,145.00
1.5	9.5 mm 165lbs/sy TP 1/H Mix SP Asphalt Topping 20' wide	400	TN	\$129.60	\$51,840.00	\$163.01	\$65,204.00	\$143.81	\$57,524.00
1.6	Grout storm pipe	1	Lump sum	\$12,000.00	\$12,000.00	\$8,215.18	\$8,215.18	\$4,219.05	\$4,219.05
	TOTAL COSTS			\$	5164,601.00	\$1	69,325.92	\$179,90	05.10

## Staff Recommendation

Staff respectfully requests the Board to accept bids received; award a contract to Colditz Trucking, Inc., in the amount of \$164,601.00; and determine the Funds for the project.





# DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA REQUEST FORM

Department: <u>Er</u>	nergency Ser	<u>vices</u>		Work S	ession: Nover	nber 21, 2024
Prepared By: <u>T</u>	. Leist			Voting S	Session: Decer	mber 05, 2024
Presenter: <u>T. Le</u>	<u>eist</u>			Public Hea	ring: Yes	No <u>X</u>
Agenda Item Ti	itle: Presenta	tion of Recom	mend Decline	Fixed Genera	<u>itor</u>	
Background Inf	formation:					
declared a dis a fixed gener	saster and, a ator for Rock	a moved throus part of that control of the control	declaration, D generator wo	awson Countyuld allow the	y submitted a county to hav	request for
Curent Informa	tion:					
We received with a federal \$5,801.70 (69) that it would decommendate	share of \$87 %). After gett cost the cour	,025.50 (90%) ing quotes to ity about \$150	), state share of purchase and 0,000 more the	of \$3,867.80 ( d install a gen	4%), and a loo erator it was	cal share of discovered
Budget Informa Applicable:		licable:		Rudo	eted: Yes	No X
	Department	Account #	Budget	Balance	Requested	Remaining
1 tille	Department	7 recount #	Budget	Darance	Requested	Kemaming
*If this is a pers *If this item is b provide <i>detailed</i>	being request	ted to move to	the same day	-		
Recommendation Department He Finance Depart County Manage	ad Authoriza ment Author	ization: Vickie	e Neikirk		D	Pate: <u>11/12/24</u> Pate: <u>11/12/24</u> Pate:

Comments/Attachments: \_\_\_\_\_



# DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA REQUEST FORM

Department: <u>Emergency Services</u> Work Session: November					ember 21, 2024	
Prepared By: 7	v: T. Leist Voting Session: December					
Presenter: <u>T. I</u>	Leist			Public	Hearing: Ye	es No <u>X</u>
Agenda Item T	Γitle: Request	to Apply for A	AFG Grant			
Background Ir	nformation:					
		olication windo on wildland e			•	` '
Current Inforn	nation:					
being resporengine, which	nsible for the th would make	sion to apply fo 10% match. V the county's	Ve would like	to ask for \$27	•	- 1
Budget Inform Applicable:		olicable:	-	Budg	eted: Yes	No <u>X</u>
Fund	Department	Account #	Budget	Balance	Requested	Remaining
*If this is a pe *If this item is provide details	s being reques	ted to move to	the same day	•		consideration,
Recommendat Department H Finance Depar County Manag	ead Authorizartment Author	ization: Vickie	e Neikirk			Date: <u>11/12/24</u> Date: <u>11/13/24</u> Date:

Comments/Attachments: \_\_\_\_\_



Comments/Attachments: \_\_\_\_\_

# DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA REQUEST FORM

Department:	Administration	<u>l</u>		Work Session: November 21, 2024					
Prepared By:	Joey Leverette	<u>2</u>		Voting Session: December 5, 202					
Presenter: Joe	ey Leverette			Public Hearing: Yes No _X					
_	Title: Presenta Full-Time Para	-			lditional Fund	s for Sign-On			
Background l	Information:								
County offe	ounty desires to ers a \$3,000 sig oire on Decemb	gn-on bonus fo		-		•			
Current Infor	mation:								
proposes to If the applic to the empl 2025 is for Budget Inform	to attract addinates and incept a	erease the sign- or the bonus, the first year of the paramedic position	on bonus prog he bonus is to f employment	gram to \$12,00 be paid in eq . The propose Estimated tota	00 for calendar ual installment ed program ex	ts quarterly tension for 0.			
Fund	Department	Account #	Budget	Balance	Requested	Remaining			
*If this item i	ersonnel-relate is being reques	ted to move to	the same day	·		<u></u>			
Funds for Sig on bonus prog only.	ntion/Motion: M gn-On Bonuses gram to \$12,00 Head Authoriza	for Full-Time 00 for calendar	Paramedic A	pplicants/New	Hires, increas	sing the sign-			
Finance Depa	nrtment Authorizat	rization: Vicki			Date:	11/12/24 11-08-2024			

30

# FLASH REPORT



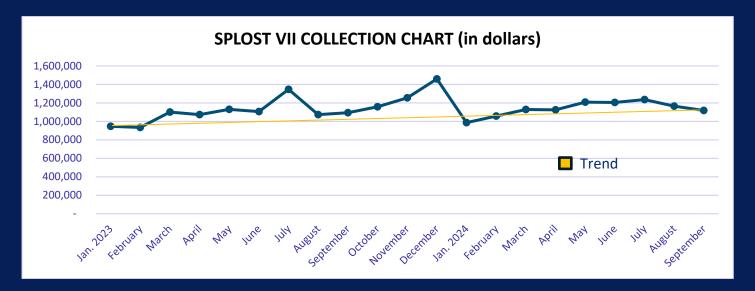


October 2024

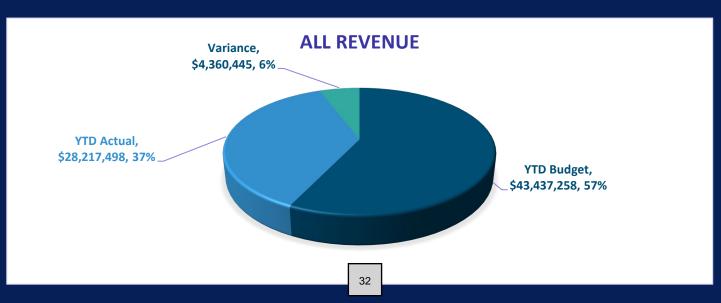
**Dawson County Government** 

www.dawsoncountyga.gov

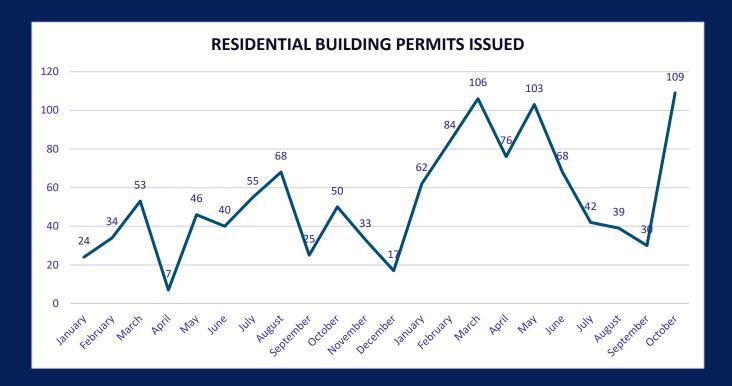
## **Finance**



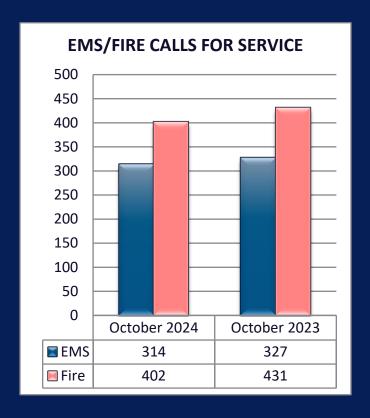


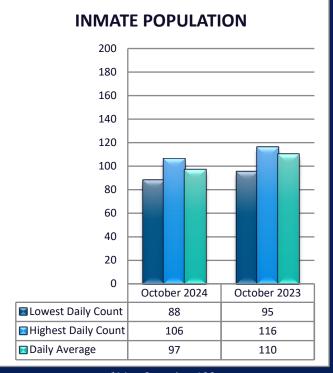


## **Planning & Development**



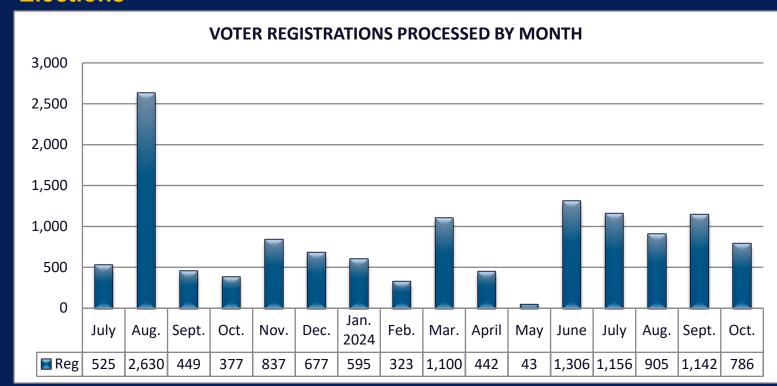




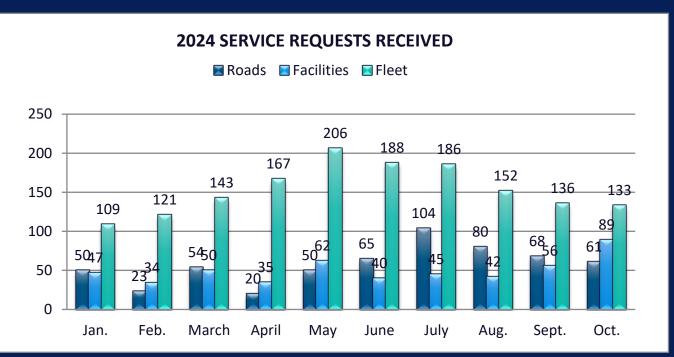


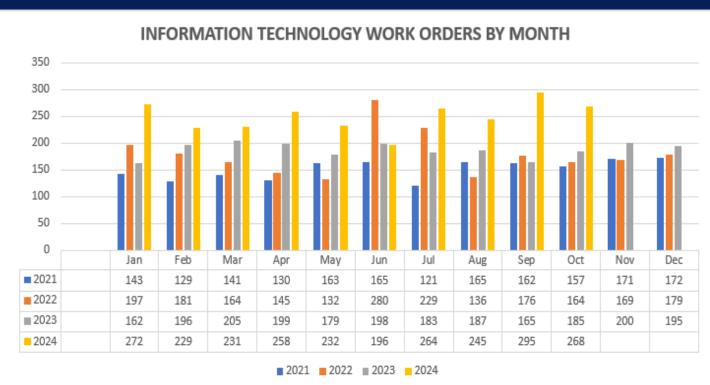
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## **Elections**

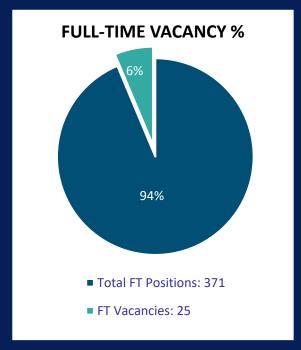


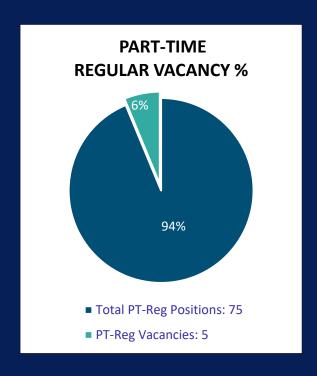
## **Service Requests by Department**





#### **Human Resources**





### **Public Relations**

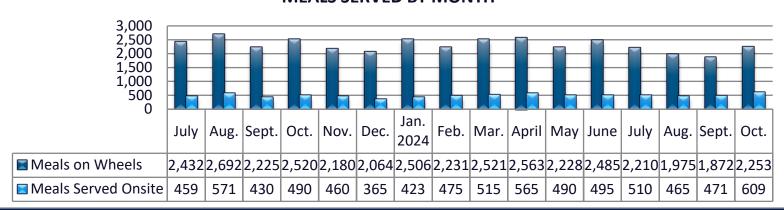


**Streaming Viewers** 

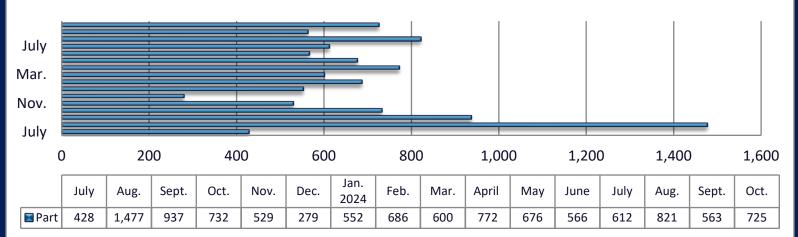


### **Senior Services**

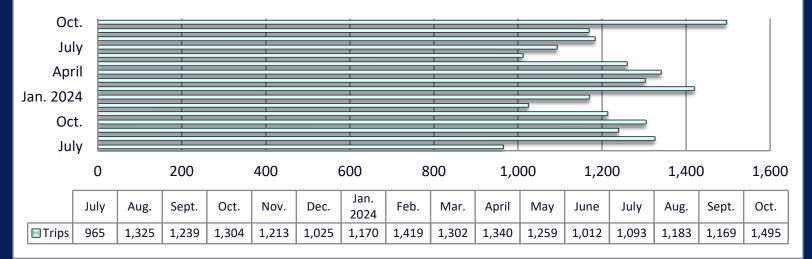
#### **MEALS SERVED BY MONTH**



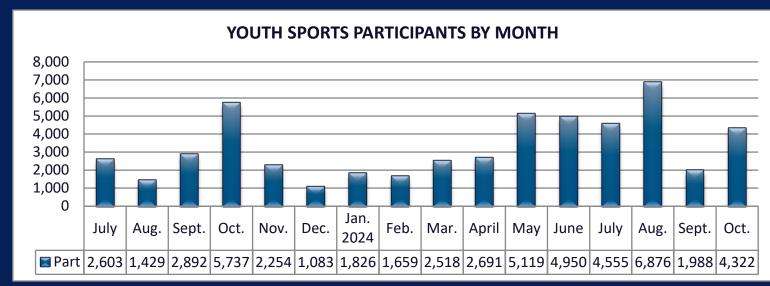
#### PHYSICAL ACTIVITY PARTICIPANTS

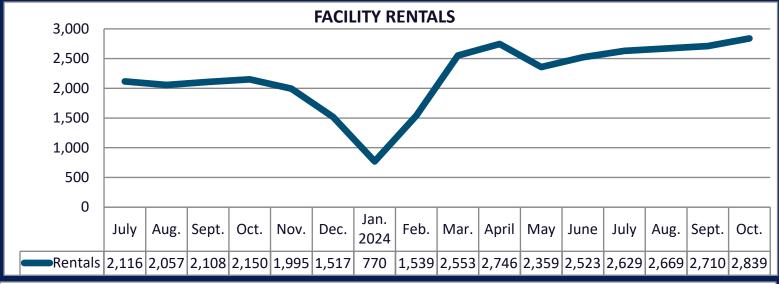


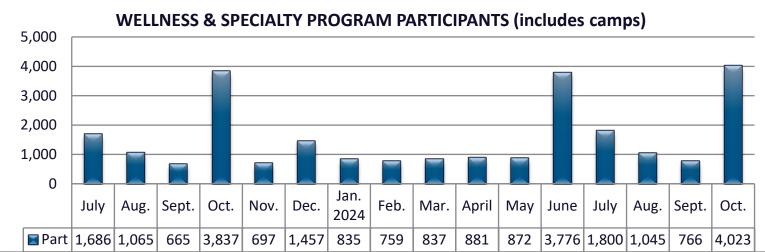
#### **TRANSIT - TOTAL TRIPS**



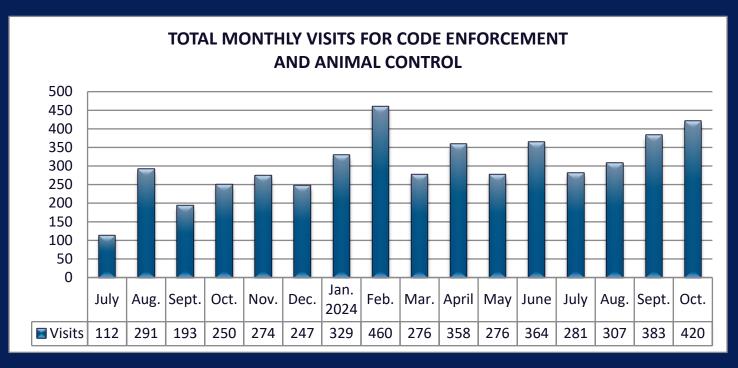
#### **Parks & Recreation**



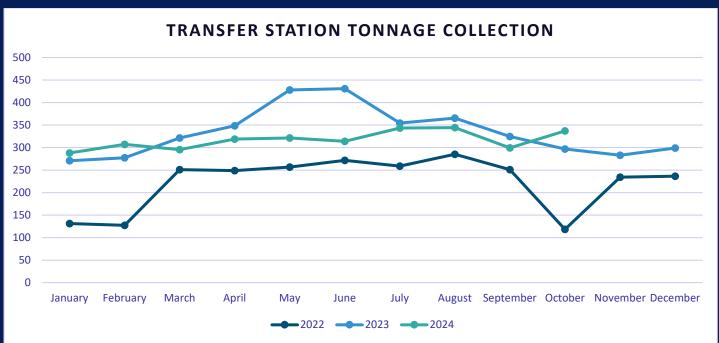




### **Marshal**



## **Public Works**



#### **LOST and SPLOST Collections**

Local Option Sales Tax (LOST) collections are up 2.3% for the same month in 2023 and up 4.6% for 2024 year to date. Special Purpose Local Option Sales Tax (SPLOST) collections are up 2.2% for the same month in 2023. Total SPLOST VII collections (July 2021 to present) are \$43,399,080.

September collections received in October are as follows:

LOST	\$963,965
SPLOST	\$1,118,460
County	\$1,021,154
City	\$97,306

#### Items Approved by the County Manager and or CFO Since Last Report

Vulcan Materials	Public Works – Roads	Coarse Aggregates and Miscellaneous Items	IFB	Contract	Varies dependent upon the need of the Roads Department	Funding Source – Roads Regular Operating Funds
Ten-8 Fire & Safety	EMS	Fire/EMS Equipment Testing, Maintenance and Repairs	IFB	Contract	Varies dependent upon the need of the EMS Department	Funding Source – Roads Regular EMS/Fire Funds
Randall Brackett Fire Truck Repair	EMS	Fire/EMS Equipment Testing, Maintenance and Repairs	IFB	Contract	Varies dependent upon the need of the EMS Department	Funding Source – Roads Regular EMS/Fire Funds

Randall Brackett Fire Truck Repair	Fleet	Heavy Vehicle Repairs and Maintenance	IFB	Contract	Varies dependent upon the need of the Fleet Department	Funding Source – Roads Regular Fleet Funds
Associated Fuel Systems	Fleet	Heavy Vehicle Repairs and Maintenance	IFB	Contract	Varies dependent upon the need of the Fleet Department	Funding Source – Roads Regular Fleet Funds
Baldwin Paving Company	Public Works - Roads	Hot Asphaltic Mix	IFB	Contract	Varies dependent upon the need of the Roads Department	Funding Source – Roads Regular Operating Funds
Blount Construction	Public Works - Roads	Hot Asphaltic Mix	IFB	Contract	Varies dependent upon the need of the Roads Department	Funding Source – Roads Regular Operating Funds
CW Matthews	Public Works - Roads	Hot Asphaltic Mix	IFB	Contract	Varies dependent upon the need of the Roads Department	Funding Source – Roads Regular Operating Funds
BM&K	Public Works – Administration	TSPLOST Program Management Services	RFP	Contract	Up to \$250,000 annually	Funding Source – TSPLOST Funds

Jarrard & Davis	All County Departments and BOC	Legal Services	Contract	Contract Amendment	Varies dependent upon the need of the County	Funding Source – Varies dependent upon the departments' needs
D&T Sports	Parks & Recreation	Sporting Officials	Contract	Contract Amendment	Varies dependent upon the need of Parks & Recreation Department	Funding Source – Parks & Recreation Regular Operating Funds
American Pool Aquatic Solutions	Parks & Recreation	Swimming Pool Chemical and General Maintenance of the VMP Pool	Contract	Contract Amendment	Varies dependent upon the need of Parks & Recreation Department	Funding Source – Pool Regular Operating Funds
Dell	IT Department	OptiPlex Towers	Cooperative Agreement	Purchase Order	\$8,298	Funding Source – IT Regular Operating Funds
AT&T	E911	ATT – IP – Phones and Licenses	Quote	Purchase Order	\$4,486	Funding Source – E911 Regular Operating Funds
Point Broadband	Family Connection	Internet Services	Agreement		\$139.95/monthly	Funding Source – Family Connection Regular Operating Funds

BM&K	Fire Station/	Engineering	Quote	Agreement	\$56,900	Funding Source –
	Fleet/Parks &	Services for				SPLOST VII Funds
	Recreation	Proposed Fire				
		Station 3, Fueling				
		Station and Gym				