Effingham County Georgia
Board of Commissioners

Damon M. Rahn, Chairman at Large
Forrest F. Floyd, District 1
Roger Burdette, District 2
Jamie Deloach, District 3
Elizabeth Helmly, District 4
Phil Kieffer, District 5

REGULAR SESSION MEETING MINUTES
APRIL 15, 2025

The Board of Commissioners of Effingham County, Georgia, Mr. Damon Rahn, Mr. Forrest Floyd, Mr. Roger Burdette, Ms. Beth Helmly and Mr. Phil Kieffer met in regular session at 5:00 pm on Tuesday, April 15, 2025 in the Commissioners Meeting Chambers at the Effingham County Administrative Complex located at 804 South Laurel Street Springfield, Georgia 31329.

STAFF PARTICIPATION

Mr. Tim Callanan – County Administrator, Mr. Edward Newberry – County Attorney, Ms. Stephanie Johnson – County Clerk, Ms. Tasheena Shiggs – Deputy County Clerk, Mr. Clint Hodges – Fire Chief & EMA Director, Mr. Steve Candler – Development Services Director, Mr. Xerxes Sabb – I.T. Support Specialist, Mr. Noel Webb – Director of I.T., Mrs. Sarah Mausolf – HR and Risk Management Director, Ms. Danielle Carver – Procurement and Contracts Manager, Mr. Tre Wilkins – Project Manager Wilkins, Mr. Mark Lastinger – Public Information Coordinator, Ms. Jennifer Rose – GIS Technician, Mr. Jonathan Hulme – County Engineer, Mr. Jake Zeigler – Communications Manager, Mr. Mark Barns – Finance Director and Mr. Seth Zeigler – Director of Parks & Landscape.

CITIZEN PARTICIPATION

Jana Fox, Ryan Litz, Priscilla Parker, Bryan Jenkins, Bill Exley, and Hal Jenkins

I- CALL TO ORDER

Chairman Rahn called the meeting to order at 5:05pm

II- ROLL CALL

Damon Rahn, Chairman
Forrest Floyd
Roger Burdette
Jamie Deloach, Vice Chairman
Beth Helmly
Phil Kieffer – *retired from the meeting at 6:47pm*

III – INVOCATION

Associate Pastor Hal Jenkins of Springfield Oaks Church offered the invocation.

IV– PLEDGE TO THE AMERICAN FLAG

The pledge was led by Chairman Rahn.

V – AGENDA APPROVAL

County Clerk Johnson announced the postponement of Planning Board items #7 and #8 are also postponed to May 20, 2025, at the applicant's request.

Vice Chair Deloach made a motion to approve the agenda with the noted changes. Commissioner Burdette seconded the motion. The motion carried unanimously.

VI – MINUTES

Commissioner Burdette made a motion to approve the April 1, 2025 regular meeting minutes. Commissioner Floyd seconded the motion. The motion carried unanimously.

VII– PUBLIC COMMENTS

Chairman Rahn stated comments shall pertain to the agenda items only. Should you wish to make remarks, clearly state your full name in the microphone before commencing to speak.

VIII – CORRESPONDENCE

Chairman Rahn stated documents from this meeting are located in the Clerk's office and on the Board of Commissioner's website.

IX – CONSENT AGENDA

Commissioner Kieffer made a motion to approve the following Consent Agenda items: **(2025-196)** Consideration to approve to renew the Lease Agreement for the Radio Communications Tower with State Properties Commission (Georgia Forestry Commission) **(2025-197)** Consideration to approve the OpenGov Procurement Software renewal for Year 2 of the current agreement. **(2025-198)** Consideration to approve to renew the agreements with FP Mailing services for postage meters at multiple locations. **(2025-199)** Consideration to approve the renewal of the Professional Services Agreement with Schneider Geospatial, LLC for a qPublic.net Add-On for the Tax Assessor's Office. **(2025-200)** Consideration to approve to ratify and affirm the final Change Order #8 for the Effingham County CEM Gym Expansion Construction with Lavender & Associates, Inc. Vice Chair Deloach seconded the motion. The motion carried unanimously.

X – UNFINISHED BUSINESS

CONSIDERATION TO APPROVE THE SECOND READING TO AMEND SECTION 4.1A - TABLE OF PERMITTED USES OF THE EFFINGHAM COUNTY CODE OF ORDINANCES, TO ALLOW FOR MOBILE HOME PARTS AS A PERMITTED USE IN B-3. (1st reading approved, 04/01/2025) [*application submitted by Dale and JoAnn Duff***] (1):**

Vice Chair Deloach made a motion to approve the 2nd Reading. Commissioner Burdette seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE TO AMEND THE EFFINGHAM COUNTY PURCHASING POLICY AND STANDARDS DOCUMENT (2):

County Manager Callanan explained the proposed policy aims to clarify and update several key areas, including financial thresholds for determining oversight levels in purchases. It incorporates modern and flexible procurement methods, such as Progressive Design-Build and Contract Manager at Risk, which may lead to more

competitive pricing and higher quality outcomes. Additionally, the policy addresses change order handling, proposing alignment of approval thresholds with the general purchasing policy.

The Board considered strategies to encourage local contractor participation in County bidding processes, recognizing challenges such as bonding requirements and perceived procedural complexity. The proposed policy seeks to foster greater competition and value.

Commissioner Helmly made a motion to approve the revised Purchasing Policy and Standards as submitted. Vice Chair Deloach seconded the motion. The motion carried unanimously.

JOHN E. TUCKER as agent for **LAVERNE MOORE – SECOND READING (3):** Consideration to approve the Second Reading of an application by John E. Tucker as agent for Laverne Moore to rezone +/- 10 acres located at 174 Holly Drive from AR-1 to AR-2 to allow for permitted uses in AR-2 Map# 302 Parcel# 53 in the First District *(postponed, 04/01/2025)*.

Commissioner Floyd made a motion to approve the 2nd Reading. Commissioner Kieffer seconded the motion. The motion carried unanimously.

XI – NEW BUSINESS

CONSIDERATION TO APPROVE A PROCLAMATION DECLARING THE MONTH OF APRIL AS CHILD ABUSE PREVENTION MONTH (1):
County Clerk Johnson read the Proclamation aloud. A photograph was taken with the Board of Commissioners and the Exchange Club representatives.

Vice Chair Deloach made a motion to approve the Proclamation as presented. Commissioner Burdette seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A PROCLAMATION DECLARING APRIL AS DONATE LIFE MONTH (2):
County Clerk Johnson read the Proclamation aloud.

Vice Chair Deloach made a motion to approve the Proclamation as presented. Commissioner Kieffer seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A TASK ORDER BETWEEN EFFINGHAM COUNTY AND GOODWYN MILLS AND CAWOOD INC. FOR PROFESSIONAL SERVICES RELATED TO THE CONSTRUCTION OF THE WATER TREATMENT PLANT (3):
County Manager Callanan explained that the County engaged GMC a year ago to conduct a feasibility study for a new water intake and treatment plant. Funding has since been secured for the $320 million design and construction project, which will likely utilize an alternative procurement method. Meetings with Jim Vaughn and Ed Saxon have been held, and the contract has undergone multiple legal reviews. Several rounds of adjustments have been made, marking another significant step in the process.

Vice Chair Deloach made a motion to approve a task order between Effingham County and Goodwyn Mills and Cawood Inc. for professional services related to the construction of the water treatment plant. Commissioner Floyd seconded the motion.

The motion carried unanimously.

PRESENTATION OF THE FISCAL YEAR 2024 AUDITED FINANCIAL REPORT (4):
Finance Director Barnes reported the completion of the annual audit for the fiscal year ending June 30, 2024, and provided an overview of the financial statements, including Fiscal Year 2024 results, Operating Revenues, Operating Expenses, Fund Balances, General Fund Balance, Highlights & Accomplishments, and the Summary of Audit Results.

**Commissioner Helmly shared her dissatisfaction with the services provided by the current auditor. Helmly further stated that the board and staff should consider bidding out the service before the next audit cycle.

CONSIDERATION TO APPROVE TO TRANSMIT THE FISCAL YEAR 2024 AUDIT ANNUAL FINANCIAL REPORT TO THE STATE OF GEORGIA (5):
There was no additional discussion on this subject.

Commissioner Kieffer made a motion to approve the audited annual financial report and approve the audit and submission to the State of Georgia. Vice Chair Deloach seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE THE FIRST READING TO AMEND SECTION 3.3- ACCESSORY STRUCTURES IN RESIDENTIAL DISTRICTS OF EFFINGHAM COUNTY CODE OF ORDINANCES (6):
Development Services Director Candler explained the agreed-upon maximum height for an accessory structure in an R or PDR residential district is 20 feet at the eave, provided it does not exceed the height of the adjacent principal structure on the same lot.

The Board discussed amending the proposed maximum height for accessory structures from the recommended 20 feet to 25 feet.

Commissioner Helmly made a motion to approve the amendment to Article III Section 3.3 with a 25-foot maximum height. Vice Chair Deloach seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE AND AUTHORIZE EXECUTION OF A UTILITY RELOCATION AGREEMENT BETWEEN EFFINGHAM COUNTY AND GEORGIA POWER COMPANY FOR RELOCATION OF UTILITY INFRASTRUCTURE RELATED TO THE COURTHOUSE ROAD REALIGNMENT PROJECT (7):
Procurement and Contracts Manager Carver explained a power line relocation agreement, reviewed by the county attorney, includes established deadlines to ensure timely completion of the work.

Commissioner Burdette made a motion to approve the Utility Relocation Agreement. Vice Chair Deloach seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE RESOLUTION# 025-014 TO AMEND THE 2025 FISCAL YEAR BUDGET (8):
Finance Director Barnes explained this is a minor amendment addressing several miscellaneous projects, including the painting project at CEM approved by the Board

earlier this year, the provision of body cameras for code enforcement officers, master planning for County recreation facilities, and a few adjustments to the fire and rescue department.

Commissioner Burdette made a motion to approve resolution to amend the budget for FY 2025. Commissioner Floyd seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE THE AWARD OF A CONSTRUCTION CONTRACT TO LEGACY WATER GROUP, LLC FOR THE HODGEVILLE SANITARY SEWER FORCE MAIN PROJECT UNDER INVITATION FOR BID #23- ITB-060 (9):

Procurement and Contracts Manager Carver explained Effingham County received multiple bids for the construction of the new Hodgeville Sanitary Sewer force main and recommended awarding the contract to Legacy Water Group.

Commissioner Burdette made a motion to approve the award of the contract to Legacy Water Group, LLC in the amount of $9,207,009.00. Vice Chair Deloach seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE AN AGREEMENT WITH GDOT FOR EFFINGHAM COUNTY TO CONTRIBUTE TOWARD RIGHT-OF-WAY COSTS FOR THE EBENEZER CREEK PROJECT (AT STILLWELL ROAD) AND TO SIGN A REQUIRED IMMIGRATION COMPLIANCE CERTIFICATION (10):

Procurement and Contracts Manager Carver explained the agreement with GDOT concerning the Stillwell Road at Ebenezer Creek project requires the County to contribute $50,000 toward the right-of-way cost and mandates compliance with federal immigration law.

Commissioner Helmly made a motion to approve the MOA and required Certification and authorize payment of $50,000 to GDOT. Vice Chair Deloach seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE CHANGE ORDER# 1 TO POND & COMPANY FOR EXPANDED DESIGN SERVICES FOR THE SR 30 AT MIDLAND ROAD ROUNDABOUT PROJECT, INCLUDING REVISION TO A MULTILANE ROUNDABOUT AND EXTENSION OF PROJECT LIMITS (11):

County Engineer Hulme explained the proposal involves upgrading the single-lane roundabout to a multi-lane configuration and expanding Highway 30 to include multiple lanes. Additionally, the scope of the project was expanded to include supplementary surveys and an assessment of associated impacts. The roundabout's diameter is set to double, and its width will increase from two lanes.

Commissioner Burdette made a motion to approve Change Order #1 to Pond & Company in the amount of $314,911.41, revising the contract total to $747,008.69. Commissioner Floyd seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A MEMORANDUM OF UNDERSTANDING (MOU) WITH THE CHATHAM COUNTY–SAVANNAH METROPOLITAN PLANNING COMMISSION (MPC) TO JOINTLY ADMINISTER THE SR 26/US 80 SCOPING STUDY PHASE II IN EFFINGHAM COUNTY (12):

Procurement and Contracts Manager Carver explained this Memorandum of Understanding (MOU) formalizes a partnership between Effingham County and the

Chatham County Savannah Metropolitan Planning Commission (MPC) to advance the second phase of the State Route 26 and US 80 scoping study.

Commissioner Floyd made a motion to approve the MOU and authorize the local match contribution not to exceed $54,000. Commissioner Burdette seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE THE PURCHASE OF 1.12 WETLAND MITIGATION CREDITS FROM ML SOUTH AUGUSTA, LLC FOR THE EFFINGHAM COUNTY WASTEWATER TREATMENT FACILITY (WWTF) EXPANSION PROJECT (13):

Procurement and Contracts Manager Carver explained the organization requires the acquisition of 1.12 wetland mitigation credits to mitigate environmental impacts associated with the expansion of the wastewater treatment facility. These credits are available.

Commissioner Burdette made a motion to approve the procurement of 1.12 wetland mitigation credits from ML South Augusta, LLC. Commissioner Floyd seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE THE REVISED PURCHASE OF WETLAND MITIGATION CREDITS RELATED TO THE HODGEVILLE SANITARY SEWER FORCE MAIN PROJECT (23-ITB-060), REFLECTING CHANGES TO THE PROJECT'S CONSTRUCTION METHOD AND REDUCTION IN IMPACTED WETLANDS (14):

Procurement and Contracts Manager Carver explained the original credit requirement was reduced due to a change in the installation method for the utility line through wetlands. Instead of using open-cut methods, the line will now be installed via directional drilling in certain areas, which avoids disturbing the wetlands. This modification results in a reduction of the total credits required.

Commissioner Burdette made a motion to approve the revised purchase of 1.28 mitigation credits for $106,880. Commissioner Floyd seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A FUNDING REQUEST LETTER RELATED TO THE CONSTRUCTION OF EFFINGHAM PARKWAY AT BLUE JAY ROAD AND HWY 30 (15):

County Engineer Hulme explained this letter confirms the agreement to allocate $4 million for the Blue Jay Effingham roundabout, $4,570,000 for the Goshen Road roundabout, and $7.3 million for the Gateway roundabout. The anticipated completion dates for Effingham Parkway are April 30, 2026, for the section from Gateway Parkway to Highway 30, and July 31, 2026, for the section from Blue Jay to Gateway Parkway. The roundabout at Gateway Parkway is expected to be completed approximately one year after the bidding process begins.

Commissioner Burdette made a motion to approve a funding request letter related to the construction of Effingham Parkway at Blue Jay Road and HWY 30. Commissioner Floyd seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE APPOINTING KAREN THOMAS AS THE FOURTH DISTRICT REPRESENTATIVE ON THE DEPARTMENT OF FAMILY AND CHILDREN SERVICES BOARD (16):

County Clerk Johnson explained Karen Thomas is being appointed by Commissioner Helmly to the DFCS Board for a term expiring in June 2030.

Commissioner Helmly made a motion to approve to appoint Karen Thomas to the Department of Family and Children Services (DFCS) Board as representative for the Fourth District. Vice Chair Delach seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE OF APPOINTING PAULINE SHAW TO THE BOARD OF HEALTH AS CUSTOMER ADVOCATE REPRESENTATIVE (17):

County Clerk Johnson explained the need for representation, as discussed in a previous meeting. Ms. Shaw's application was submitted, and she is considered a strong candidate for this appointment.

Vice Chair Deloach made a motion to approve to appoint Pauline Shaw to serve as consumer advocate on the Board of Health. Commissioner Floyd seconded the motion. The motion carried unanimously.

XII – REPORTS FROM COMMISSIONERS & ADMINISTRATIVE STAFF

Mr. Tim Callanan

- Certificate of occupancy delivered – Admin move in will commence tomorrow
- Chambers ribbon cutting for new admin building and emergency operations center at the gymnasium

Commissioner Floyd

- George Road complaints regarding work outside of business hours

Commissioner Burdette

- Blandford access follow-up

Commissioner Deloach

- Resident seeking to place a memorial bench at CEM

Commissioner Helmly

- A possible schedule for the developments in the County
- Townhall meeting May 12th at Ebenezer Middle School at 6:30pm

Chairman Rahn

- Follow-up on GDOT request to close turning lane

Steve Candler – Development Services Director

- Non-conforming lots discussion

Ms. Stephanie Johnson

- Atlantic Waste Dinner during ACCG conference – April 25th at 6:00pm
- ACCG conference April 24-27, 2025 in Savannah, GA. Travel packets will be available for pick up Monday.

XIII – EXECUTIVE SESSION

At 7:53 pm, Vice Chair Deloach made a motion to go into an executive session for discussion of personnel, property, and pending litigation. Commissioner Burdette seconded the motion. The motion carried unanimously.

At 8:17 pm, Vice Chair Deloach made a motion to reconvene. Commissioner Burdette seconded the motion. The motion carried unanimously.

XIV – EXECUTIVE SESSION MINUTES

Vice Chair Deloach made a motion to approve the April 1, 2025 executive session minutes. Commissioner Burdette seconded the motion. The motion carried unanimously.

XV – PLANNING BOARD – 6:00 pm

SUE ANDERSON as agent for **BRYAN JENKINS – PUBLIC HEARING (01):** Sue Anderson as agent for Bryan Jenkins request a variance from Section 3.3.1 for an increase in accessory structure building height. Located at 114 Cypress Drive, zoned PD. Map# 465B Parcel# 42 in the Fifth District.

Development Service Director Candler explained the request pertains to a two-story accessory structure with a height of 21 feet, exceeding the current residential district height limit for such structures by six feet.

Speaking for: Bryan Jenkins explained the proposed structure will be an extension of the existing home, serving as a double garage with a height of 21 feet.

Commissioner Kieffer made a motion to approve, and the rezoning will meet the criteria of the current ordinance with the following conditions:

1. Development Services shall review and sign the plat. Then, the plat shall be recorded so the zoning can take effect.

Commissioner Floyd seconded the motion. The motion carried unanimously.

SUE ANDERSON as agent for **BRYAN JENKINS – SECOND READING (02):** Consideration to approve the Second Reading of an application by Sue Anderson as agent for Bryan Jenkins request a variance from Section 3.3.1 for an increase in accessory structure building height, located at 114 Cypress Drive, zoned PD Map# 465B Parcel# 42 in the Fifth District.

Commissioner Kieffer made a motion to approve the 2nd Reading. Commissioner Floyd seconded the motion. The motion carried unanimously.

JAMES WILLIAM EXLEY – PUBLIC HEARING (03): Consideration to approve an application by James William Exley for a variance from Section 6.2 to reduce the required width of an access easement, located on Highway 119. Map# 402 Parcel# 1 in the Third District.

Development Service Director Candler explained the applicant is requesting a variance to Section 6.2.1 of the subdivision access regulations to retain the existing 15-foot easement. This easement has been in place for over 200 years without any complaints or issues raised by neighboring property owners.

Speaking in objection: Priscilla Parker stated that this is the first time she has heard about this matter.

Speaking for: Bill Exley stated that obtaining a variance to legally establish access as shown on the plat is necessary before he can sell the property.

The Board engaged in a discussion regarding easements, variances, subdivisions, and access. Development Services Director Candler stated that the plat cannot be signed until it has access to the property.

Vice Chair Deloach made a motion to approve the variance. Commissioner Floyd seconded the motion. Commissioner Helmly opposed. Commissioners Floyd, Burdette, Deloach and Kieffer favored the motion. The motion carried 4 to 1.

JAMES WILLIAM EXLEY – SECOND READING (04): Consideration to approve the Second Reading an application by James William Exley for a variance from Section 6.2 to reduce the required width of an access easement, located on Highway 119 Map# 402 Parcel# 1 in the Third District.

The item was postponed to May 6, 2025, due to the absence of a unanimous vote.

COLE SIMMONS – PUBLIC HEARING (05): Consideration to approve an application by Cole Simmons for a variance from Section 3.4 to allow for the placement of a mobile office within the buffer. Located at 100 Crimson Way Map# 465 Parcel# 23 in the Second District.

Development Service Director Candler explained the developer has proposed placing a construction trailer in the buffer area to the east, near the Learning Center at 100 Crimson Way, as part of a new apartment project in Goshen. The city council is currently evaluating a request for a variance to permit this placement.

Speaking for: North-South Constructs, project executive Ryan Litz explained that a six-foot privacy fence with a windscreen has been installed to provide separation from the daycare. The goal is to place the trailer on-site to maintain control, and if necessary, it can be relocated after the curb, binder, and pavement installation.

Speaking in objection: Learning Treehouse owner Jana Fox expressed concerns with the appearance of the structure.

The Board engaged in a discussion regarding buffers and vegetative berms.

Commissioner Burdette made a motion to deny. Vice Chair Deloach seconded the motion. The motion carried unanimously.

COLE SIMMONS – SECOND READING (06): Consideration to approve the Second Reading of an application by Cole Simmons for a variance from Section 3.4 to allow for the placement of a mobile office within the buffer, located at 100 Crimson Way. Map# 465 Parcel# 23 in the Second District.

This item was automatically denied due to previous action.

WILLIAM J. BURGESS – PUBLIC HEARING (07): Consideration to approve an application by William J. Burgess for a conditional use located at 1302 Springfield Egypt Road for a tiny home subdivision in AR-1 Map# 341 Parcel # 15 in the Third District.

This item was postponed to 05/20/2025 at agenda approval at the applicant's request.

WILLIAM J. BURGESS – SECOND READING (08): Consideration to approve the

Second Reading of an application by William J. Burgess for a conditional use located at 1302 Springfield Egypt Road for a tiny home subdivision in AR-1 Map# 341 Parcel # 15 in the Third District.

This item was postponed to 05/20/2025 at agenda approval at the applicant's request.

XVI – ADJOURNMENT

At 8:17pm, there being no further business, Vice Chair Deloach made a motion to adjourn the meeting. Commissioner Floyd seconded the motion. The motion carried unanimously.

Damon Rahn, Chairman

Stephanie D. Johnson, County Clerk

APPROVED BY THE BOARD OF COMMISSIONERS
MAY 6, 2025

****added notes**