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
DECEMBER 16, 2025

The Board of Commissioners of Effingham County, Georgia, Mr. Damon Rahn, Mr. Roger Burdette, Mr. Jamie Deloach, Ms. Elizabeth Helmly, and Mr. Phil Kieffer met in regular session at 5:00 pm on Tuesday, December 16, 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 Manager, Mr. Edward Newberry – County Attorney, Ms. Stephanie Johnson – County Clerk, Mr. Clint Hodges – Fire Chief & EMA Director, Ms. Marie Todd – Executive Assistant, Ms. Maraya Durham – I.T. Support Specialist, Ms. Danielle Carver – Procurement and Contracts Manager, Ms. Lauren Shuman – Project Coordinator, Ms. Chelsie Fernald – Planning Manager, Mr. Tre Wilkins – Project Manager, Mr. Johnathan Hulme – County Engineer, Mr. Mark Lastinger – Public Information Coordinator, and Mr. Jake Zeigler – Communications Manager

CITIZEN PARTICIPATION

Josh Yeager, Alexandria Enmund, Judy Jones, Misty D. Miramontes, Angie Wallace, Craig Ambrose, Dana Ambrose, Amy Ambrose, Jean Shuman, and William Craven Jr.

I- CALL TO ORDER

Chairman Rahn called the meeting to order at 5:02pm

II- ROLL CALL

Damon Rahn, Chairman
Forrest Floyd – *Absent*
Roger Burdette
Jamie Deloach, Vice Chairman
Beth Helmly
Phil Kieffer

III – INVOCATION

Pastor Kimble Gaines of Greater Works Family Life Center offered the invocation.

IV– PLEDGE TO THE AMERICAN FLAG

The pledge was led by Chairman Rahn.

V – AGENDA APPROVAL

County Clerk Johnson announced the omission of the easement related to the Nease

property (Parcel 19) of Consent Agenda item #4, removal of Unfinished Business #3 per staff request and postponement of New Business item #5 to 01/06/2026 and removal of New Business item #11 as requested by the applicant.

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

VI – MINUTES

CONSIDERATION TO APPROVE DECEMBER 2, 2025 REGULAR MEETING MINUTES (1):

Vice Chair Deloach made a motion to approve the meeting minutes as presented. Commissioner Helmly 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 into 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

Vice Chair Deloach made a motion approve the following Consent Agenda items: **(2025-583)** Consideration to approve to ratify and affirm an Agreement with Lively Business to replace iSolved Benefit Services. **(2025-584)** Consideration to ratify and affirm an Application to GEMA/FEMA for Hazard Mitigation Grant Funding. **(2025-585)** Consideration to approve a GEFA Hurricane Helene Resilience Funding (HRF) Pre-Application for a project to be selected based on eligibility and county needs. **(2025-586)** Consideration to approve Easement Documents requested by Georgia Power for vegetation maintenance along the Treutlen Trail Utility Line. **(2025-587)** Consideration to approve to cancel the February 3, 2026 regularly scheduled meeting of the Board of Commissioners of Effingham County, GA. Commissioner Burdette seconded the motion. The motion carried unanimously.

X – UNFINISHED BUSINESS

CONSIDERATION TO APPROVE THE SECOND READING OF AN AMENDMENT TO PART II, APPENDIX C - ZONING ORDINANCE, ARTICLE IV - ESTABLISHMENT OF DISTRICTS, SECTION 4.1A - PERMITTED USE TABLE OF THE EFFINGHAM COUNTY CODE OF ORDINANCES (*1st Reading approved, 12/02/2025*) (1):

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

CONSIDERATION TO APPROVE THE SECOND READING OF AN AMENDMENT TO PART II, APPENDIX B - SUBDIVISION REGULATIONS OF THE EFFINGHAM COUNTY CODE OF ORDINANCES (*1st Reading approved, 12/02/2025*) (2):

Vice Chair Deloach made a motion to approve the 2nd Reading. Commissioner

Burdette seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE THE SECOND READING OF AN APPLICATION BY CARTER JUSTICE AS AGENT FOR JASON REED TO REZONE +/- .90 ACRES LOCATED AT 8240 GA HIGHWAY 21 N FROM B1 TO B-3 TO ALLOW FOR PERMITTED USES IN B-3 MAP # 229 PARCEL # 15A IN THE THIRD DISTRICT (*1st Reading approved, 12/02/2025*) (3):

This item was removed at agenda approval.

CONSIDERATION TO APPROVE THE SECOND READING OF AN APPLICATION BY GA PRECISION BUILDERS FOR A VARIANCE FROM SECTION 5.4, TO ALLOW FOR THE REDUCTION IN REQUIRED SETBACKS IN R-1, LOCATED AT 122 SOUTH EFFINGHAM PLANTATION DRIVE MAP # 375F PARCEL # 48 IN THE SECOND DISTRICT (1st Reading approved, 12/02/2025) (4):

Commissioner Burdette made a motion to approve the 2nd Reading. Commissioner Kieffer seconded the motion. Commissioner Helmly opposed. The motion carried.

XI – NEW BUSINESS

CONSIDERATION TO APPROVE AND PUBLISH NEW JOB TILES AND JOB DESCRIPTIONS FOR ANIMAL PROTECTION AND CONTROL SERVICES (1):

Human Resources and Risk Management Director Mausolf presented a leadership transition plan for the Animal Protection and Control Services department. The plan aims to have two current staff members assume their new roles at the start of the new year.

Commissioner Helmly made a motion to approve the job titles, job descriptions, and authorize publication and distribution. Vice Chair Deloach seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE AND PUBLISH A NEW JOB TITTLE AND JOB DESCRIPTION FOR A TRANSPORTATION ENGINEER FOR COUNTY ENGINEERING SERVICES (2):

Human Resources and Risk Management Director Mausolf explained the county is seeking to hire an in-house transportation engineer to address critical infrastructure and roadway improvements. This move is seen as a strategic benefit to improving project efficiency. This restructuring would enable Mr. Holme to maintain his primary focus as the county engineer.

Commissioner Kieffer made a motion to approve the job title, job description, and authorize publication and distribution. Vice Chair Deloach seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE THE DEDICATION AND WARRANTY DEED FOR THE ROADS, WATER, SEWER, AND DRAINAGE OF NEW HAVEN PHASE 2 TO EFFINGHAM COUNTY LOCATED ON HODGEVILLE ROAD IN THE SECOND

DISTRICT (3):

Planning Manager Fernald explained the roads, water, sewer, and drainage systems for New Haven Phase I was formally accepted by the Board in February 2022. The final plat for Phase II was subsequently approved by the Board on March 5, 2024.

The Board discussed correspondence received from a local resident highlighting concerns regarding drainage and potential flooding in the area behind the townhomes. Additionally, the residents noted a lack of sidewalk connectivity between New Haven and the adjacent phase.

Commissioner Burdette made a motion to postpone to 01/06/2026. Vice Chair Deloach seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE AN APPLICATION BY STEPHANIE STEELE AS AGENT FOR 3 BRYD DEVELOPMENT, LLC FOR A PRELIMINARY PLAT FOR "BULLS RUN", A TOWNHOME SUBDIVISION. LOCATED ON NOEL C CONAWAY ROAD, ZONED R-3 MAP # 352 PARCEL # 18 IN THE FIRST DISTRICT (4):

Planning Manager Fernald explained the parcel was approved for rezoning during June 6, 2023, Board of Commissioners meeting. The applicant intends to extend water and sewer lines from the Windfield subdivision to this development or construct 174 units.

Sundown Land Survey representative, Michael Hussey explained while the site was originally approved for 217 units, a potential new developer is interested in pursuing an alternative townhome design featuring two-car garages instead of the standard one-car model. The developer requested the option to reduce the total unit count if they proceed with this higher-capacity garage plan.

The applicant withdrew this item.

CONSIDERATION TO APPROVE AN APPLICATION BY ANTHONY PARKER AS AGENT FOR MS2 FARMS LLC FOR A SITE PLAN FOR "PARKWAY LOGISTICS PHASE 1" LOCATED ON EFFINGHAM PARKWAY MAP # 415 PARCEL # 30 IN THE SECOND DISTRICT (5):

This item was postponed to 01/06/2026 at agenda approval.

CONSIDERATION TO APPROVE THE RECOMMENDATION OF AWARD AND CONTRACT TO REEVES CONSTRUCTION COMPANY FOR THE OLD AUGUSTA ROAD IMPROVEMENTS PHASE 1 CONSTRUCTION PROJECT (6):

Procurement and Capital Projects Manager Carver explained Old Augusta Road Improvements Phase One project includes widening, a roundabout, and associated drainage, sidewalk, signage, and safety enhancements. The county received six bids in response to the solicitation.

Commissioner Kieffer made a motion to approve the award and contract with Reeves Construction Company for $3,582,000. Vice Chair Deloach seconded the motion. The

motion carried unanimously.

CONSIDERATION TO APPROVE A MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN BRYAN COUNTY AND EFFINGHAM COUNTY THAT OUTLINES SHARED RESPONSIBILITIES, RIGHTS-OF-WAY ACCESS, AND FUTURE INTERGOVERNMENTAL AGREEMENTS NECESSARY FOR THE CONSTRUCTION AND OPERATION OF THE COASTAL GEORGIA REGIONAL WATER PARTNERSHIP'S (CGRWP) SURFACE WATER PROJECT (7):

County Manager Callanan explained the Board discussed a proposed Memorandum of Understanding (MOU) between Bryan County and Effingham County. While an initial draft of the agreement was presented, staff noted that ongoing negotiations are required to resolve minor details. To prevent delays, the Board moved to grant the Chairman the authority to negotiate and enter into an agreement with terms similar to those provided in the meeting packet. Any final negotiated changes will be brought back to the Board for formal ratification at a later date.

Commissioner Helmly made a motion to approve the MOU as presented and allow Chairman Rahn to work with Staff to negotiate any minor additions or changes to allow project planning and construction to proceed. Vice Chair Deloach seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE RESOLUTION# 025-043 AUTHORIZING THE ATTORNEY REPRESENTING THE COUNTY TO INSTITUTE NECESSARY LEGAL ACTION THROUGH CONDEMNATION FOR PROPERTY LOCATED ALONG EARL LAIN ROAD (8):

County Engineer Hulme explained ongoing efforts to acquire the necessary right-of-way for the paving of Earl Lane Road. Despite multiple attempts to negotiate with a specific property owner, a settlement has not been reached. The county obtained an appraisal for the required land strip approximately 7 feet wide and 300 feet long, totaling 0.08 acres which was valued at $5,200. To resolve the matter, the county increased the offer to over $12,000.

The property owner raised concerns that the revised right-of-way limits could hinder reconstruction on the existing foundation. Staff advised initiating the formal condemnation process.

Commissioner Burdette made a motion to approve of the Condemnation. Vice Chair Deloach seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE TASK ORDER #5 UNDER THE ON-CALL RIGHT-OF-WAY PROFESSIONAL SERVICES CONTRACT WITH JMT FOR THE BLUE JAY ROAD WATERLINE & MULTI-USE TRAIL (9):

Project Manager Wilkins explained Staff are coordinating utility enhancements in conjunction with the Blue Jay improvement project. The primary objective is to strategically install a new waterline beneath the footprint of the proposed future multi-use trail.

Commissioner Helmly made a motion to approve Task Order #5 with JMT in the amount of $170,165. Vice Chair Deloach seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE RESOLUTION# 025-044 TO AMEND THE FISCAL YEAR 2026 BUDGET (10):

Finance Director Barnes explained this amendment addresses concrete work being undertaken at the building. Specifically, it includes improvements to the front entranceways, the installation of a pad for the trash cans at the rear, and a small allocation for the recently acquired fleet vehicle kiosk machine.

Commissioner Burdette made a motion to approve the resolution to amend the budget for FY 2026. Commissioner Kieffer seconded the motion. The motion carried unanimously.

CONSIDERATION TO ACKNOWLEDGE A PETITION FOR ANNEXATION AS SUBMITTED BY THE CITY OF RINCON FOR A PROPERTY OWNED BY BRUCE AND CINDY RAHN CONSISTING OF APPROXIMATELY 192.98 TOTAL ACRES LOCATED ON LEXINGTON AVE EXT MAP# 447 PARCEL# 13B, 13C (11):

This item was removed at agenda approval.

XII – REPORTS FROM COMMISSIONERS & ADMINISTRATIVE STAFF

County Clerk Johnson

- Navigators parade Saturday, starting at 5:30pm

County Manager Callanan

- Effingham Day at the Capitol and retreat feedback

Commissioner Kieffer

- Update on transition on library
- Consultant contract will be available January 6th

Chairman Rahn

- Merry Christmas and Happy New Year!

XIII – EXECUTIVE SESSION

At 6:38pm, Vice Chair Deloach made a motion to go into an executive session for discussion of personnel, property, and pending litigation. Commissioner Kieffer seconded the motion. The motion carried unanimously.

At 7:27pm, 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 December 2, 2025 executive session minutes. Commissioner Burdette seconded the motion. The motion carried unanimously.

XV – PLANNING BOARD – 6:00 pm

JUDY JONES – PUBLIC HEARING (01): Consideration to approve an application by Judy Jones for a Conditional Use located at 1317 Noel C Conaway Road to allow for a cemetery in AR-1. Map # 375E Parcel # 11 in the Second District.

Planning Manager Fernald explained that the applicant seeks approval to establish a family cemetery on the property for the interment of their mother. To proceed, a plat must be submitted to Development Services for review, ensuring the proposed cemetery complies with all required setbacks and regulations.

Speaking in objection: Jeanne Shuman and William Craven Jr expressed concerns with infrastructure & utilities, property & disclosure, impact on property and potential buyers, and health & safety.

Commissioner Burdette made a motion postpone to 01/20/2026. Vice Chair Deloach seconded the motion. The motion carried unanimously.

JUDY JONES – SECOND READING (02): Consideration to approve the Second Reading of an application by Judy Jones for a Conditional Use located at 1317 Noel C Conaway Road to allow for a cemetery in AR-1 Map # 375E Parcel # 11 in the Second District

This item was postponed to 01/20/2026 due to previous action.

ALEXANDRIA ENMUND – PUBLIC HEARING (03): Consideration to approve an application by Alexandria Enmund for a Conditional Use located at 769 Keith Road to allow for a Residential Business in AR-2. Map # 270 Parcel # 28A in the Third District

Planning Manager Fernald explained that the applicant proposes to operate a hair salon from her residence, with plans to relocate to an accessory structure upon compliance with the applicable code. Staff recommend approval with the six conditions listed below.

Vice Chair Deloach made a motion to approve the application, and the application is complete with the following conditions:

1. The applicant shall obtain, and keep in good standing, an Effingham County Occupational Tax Certificate (business license).
2. Hours of operation will be Tuesday, 10 am to 6 pm, and Saturday, 9 am to 4 pm.
3. Shall comply with 3.15A- Residential Business and any applicable codes.
4. One non-illuminated sign up to one square foot may be permitted – flush-mounted on the primary structure.
5. The business will operate out of the primary dwelling until the accessory structure achieves compliance with applicable building codes by April 1, 2026. If compliance is not met by this date, operations must remain in the primary dwelling.
6. The business will operate out of the primary dwelling until the accessory structure achieves compliance with the Department of Health by April 1, 2026. If compliance is not met by this date, operations must remain in the primary dwelling.

Commissioner Burdette seconded the motion. The motion carried unanimously.

ALEXANDRIA ENMUND – SECOND READING (04): Consideration to approve a Second Reading of an application by Alexandria Enmund for a Conditional Use located at 769 Keith Road to allow for a Residential Business in AR-2 Map # 270 Parcel # 28A in the Third District.

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

XIV – ADJOURNMENT

At 7:27pm, there being no further business, Vice Chair Deloach made a motion to adjourn the meeting. Commissioner Burdette seconded the motion. The motion carried unanimously.

Damon Rahn, Chairman

Stephanie D. Johnson, County Clerk

APPROVED BY THE BOARD OF COMMISSIONERS
JANUARY 6, 2026