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
JULY 01, 2025

The Board of Commissioners of Effingham County, Georgia, Mr. Damon Rahn, Mr. Forrest Floyd, Mr. Roger Burdette, Ms. Elizabeth Helmly and Mr. Phil Kieffer met in regular session at 5:00 pm on Tuesday, July 1, 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, Ms. Tasheena Shiggs – Deputy County Clerk, Mr. Clint Hodges – Fire Chief & EMA Director, Mr. Xerxes Sabb – I.T. Support Specialist, Ms. Lauren Shuman – Purchasing Technician, Ms. Kimberly Barlett – Community Planner, Ms. Jennifer Rose – GIS Technician, Mr. Tre Wilkins – Project Manager Wilkins, Mr. Joshua Moody – Building Inspector, Mr. Mark Lastinger – Public Information Coordinator, Mr. Mark Barns – Finance Director, and Mr. Griffin Korzeniewski – Solid Waste Coordinator.

CITIZEN PARTICIPATION

Josh Yeager and Murray Marshall.

I- CALL TO ORDER

Chairman Rahn called the meeting to order at 5:14pm

II- ROLL CALL

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

III – INVOCATION

Commissioner Burdette 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 New Business item #3 at the applicant's request to 07/15/2025.

Commissioner Helmly made a motion to approve the agenda with the noted changes. Commissioner Floyd seconded the motion. The motion carried unanimously.

VI – MINUTES

Commissioner Burdette made a motion to approve June 17, 2025 work session and regular meeting minutes. Commissioner Kieffer seconded the motion. Commissioner Helmly abstained. The motion carried.

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 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: **(2025-328)** Consideration to approve to ratify and affirm a Proposal from Granicus for the subscription renewal for the open records program. Commissioner Burdette seconded the motion. The motion carried unanimously.

X – UNFINISHED BUSINESS

CONSIDERATION TO APPROVE THE SECOND READING TO AMEND PART II, CHAPTER 36, ARTICLE V-HAZARDOUS MATERIALS OF THE EFFINGHAM COUNTY CODE OF ORDINANCES (*1ST READING APPROVED, 06/17/2025*) (1):

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

CONSIDERATION TO APPROVE THE SECOND READING TO AMEND PART II - OFFICIAL CODE: CHAPTER 66 - SEC. 66-33. WASTE DISPOSAL - GENERAL AND SEC. 66-37 REGULATION OF SOLID WASTE COLLECTION PRACTICES AND CARTS, CONTAINERS, DUMPSTERS AND RECEPTACLES OF THE EFFINGHAM COUNTY CODE OF ORDINANCES (*1ST READING APPROVED, 06/17/2025*) (2):

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

XI – NEW BUSINESS

CONSIDERATION TO APPROVE RESOLUTION# 025-019 IN RECOGNITION OF DR. HENRY W. YOUNG SR. (1):

County Clerk Johnson explained that it is customary for the Board to honor individuals and organizations for their outstanding service through resolutions. Dr. Henry Young, identified as the first Black doctor in Effingham County, is being recognized for his significant contributions to the community. The resolution was read aloud.

Commissioner Burdette made a motion to approve Resolution# 025-019 recognizing

Dr. Henry W. Young Sr. as the first Black doctor in Effingham County. Commissioner Kieffer seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A RESOLUTION# 025-020 TO EXTEND THE MORATORIUM ON REZONING R-1, R-2, R-3, R-4, R-5, B-1, B-2, B-3, L-1, H-1, AND ALL PLANNED DEVELOPMENT DISTRICTS OR CLASSIFICATIONS TO AUGUST 19, 2025 (2):

Senior Planner Fernald explained that the Board enacted a rezoning moratorium in August 2024, which does not apply to site plan approval, preliminary plat approval, conditional use, final plat approval, assemblage, timber sign, or pond permits.

Commissioner Helmly made a motion to approve Resolution# 025-020 to extend the Moratorium on rezoning R-1, R-2, R-3, R-4, R-5, B-1, B-2, B-3, L-1, H-1, and all Planned development districts or classifications to August 19, 2025. Commissioner Burdette seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE AN APPLICATION BY SCOTT ROSENSTOCK FOR A PRELIMINARY PLAT FOR ALE TRACT (WILLOW FERN ESTATES). LOCATED ON BLUE JAY ROAD. MAP #351 PARCEL # 3 IN THE FIRST DISTRICT (3):

This item was postponed to 07/15/2025 by the applicant at agenda approval.

CONSIDERATION TO APPROVE THE FIRST READING TO AMEND APPENDIX C - ZONING ORDINANCE, SECTION 4.1A - PERMITTED USE TABLE OF THE EFFINGHAM COUNTY CODE OF ORDINANCES (4):

County Manager Callanan explained that the goal is to expedite this matter as it is delaying a school district project. If AR-3 zoning is approved, it can be revisited and removed at a later meeting.

Commissioner Kieffer made a motion to approve an amendment to the Code of Ordinances Section 4.1A – Permitted Use Table. Commissioner Burdette seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE RESOLUTION# 025-021 TO ADOPT THE 2025 SANITATION FEES (5):

Finance Director Barnes explained the proposed resolution includes a 2.5% annual rate increase and clarifies the senior discount, which will be set at $170 off the standard bill annually. The senior discount was originally established as a $100 reduction, but its application has evolved over time to be interpreted as a flat rate of $100. The objective is to realign its implementation with its original intent.

Commissioner Floyd made a motion to approve the proposed sanitation fees resolution. Commissioner Helmly seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE RESOLUTION# 025-022 TO ADOPT THE 2025 FIRE FEES (6):

Finance Director Barnes explained the change reduces the coverage gap of the fire fee slightly and introduces a hazardous materials fee section. The proposed fee structure charges two cents per square foot for residential properties, $50 for commercial properties, and $50 for industrial properties. As funds are freed from the general fund, they will be allocated to stormwater improvements. A year ago, the fire fee covered approximately 50% of regular operating expenses. This year, it covers about 65%, bringing the city closer to breaking even.

Commissioner Floyd made a motion to approve the proposed fire fees resolution. Commissioner Kieffer seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE RESOLUTION# 025-023 TO AMEND THE EFFINGHAM COUNTY SCHEDULE OF FEES (7):

Finance Director Barnes explained this is the annual update to the schedule of fees, incorporating the recently discussed changes to the fire and sanitation fees.

Commissioner Helmly made a motion to approve the proposed resolution to amend the Schedule of Fees. Commissioner Kieffer seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE RESOLUTION# 025-024 TO AMEND THE FISCAL YEAR 2025 BUDGET (8):

Finance Director Barnes explained this amendment addresses equipment for the wastewater treatment plant that was initially approved in the Fiscal Year 24 budget.

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

CONSIDERATION TO APPROVE A QUOTE AND PURCHASE ORDER TO BUY TWO KUBOTA M6 SERIES TRACTORS AND TWO LAND PRIDE RC3712 ROTARY CUTTERS THROUGH THE SOURCEWELL COOPERATIVE PURCHASING AGREEMENT (9):

Purchasing Technician Shuman explained Effingham County is seeking approval to purchase two (2) Kubota tractors and two (2) rotary cutters to enhance operational efficiency. The prison aims to increase mowing cycles under its current contract by acquiring two additional mowers. These will be used to maintain the first 10 feet with a batwing mower, improving visibility and aesthetics between cycles.

Commissioner Kieffer made a motion to approve the purchase of two Kubota tractors, and two rotary cutters as presented. Commissioner Floyd seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A QUOTE FOR THE PURCHASE AND INSTALLATION OF A TURNKEY LED SPORTS LIGHTING SYSTEM FROM MUSCO

SPORTS LIGHTING, LLC FOR THE PICKLEBALL COURTS AT BAKER PARK, USING SOURCEWELL COOPERATIVE PURCHASING (10):

Project Manager Wilkins explained the Baker Park project includes the installation of lighting for the pickleball courts, which will be integrated with the existing lighting system on the tennis courts.

Commissioner Floyd made a motion to approve the purchase of the Musco lighting system as proposed. Commissioner Burdette seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH MOFFATT & NICHOL FOR DESIGN, PERMITTING, AND BID-PHASE SUPPORT FOR THE ABERCORN LANDING WATERFRONT PROJECT – PHASE 1 (11):

Project Manager Wilkins explained this discussion aims to ensure alignment to the current contract status and project progress. A percentage-based contract was established to facilitate the permitting process, which will guide the project through to the bidding stage. Additionally, the documentation requires confirmation. It is also noted that Moffitt Nickel has undergone a transition in project management, with a new project manager assuming the role following the departure of the previous manager approximately one week ago.

Commissioner Kieffer made a motion to approve the professional services agreement with Moffatt & Nichol as presented. Commissioner Floyd seconded the motion. The motion carried unanimously.

CONSIDERATION TO APPROVE THE PURCHASE AND SALE AGREEMENT FOR TWO RESIDENTIAL LOTS (LOTS 49 AND 50) IN THE CARIBBEAN VILLAGE SUBDIVISION (12):

Project Manager Wilkins explained these are the remaining lots of phase 1 of Caribbean Village. Expansion of the Park West lift station site will be required, after which available land can be allocated for a storage area and a small dog park.

Commissioner Burdette made a motion to approve the purchase and sale agreement as presented. Commissioner Kieffer seconded the motion. The motion carried unanimously.

XII – REPORTS FROM COMMISSIONERS & ADMINISTRATIVE STAFF

County Manager Callanan

- Meldrim Park ribbon cutting July 2nd at 4:00pm
- McCall Road closing between Ralph Rahn and Webb Road from July 9th-23rd

Commissioner Floyd

- George Road chip mill noise complaints

Commissioner Burdette

- Rising cost of utilities
- Use of abandoned home on McCall Road

- Park West suicide lane follow-up

Commissioner Helmly

- Expressed gratitude for publication of work session

Commissioner Kieffer

- Expressed gratitude for mailbox replacement

Chairman Rahn

- McCall traffic light follow-up
- Impact fees study commencement
- Tree ordinance and conservation draft

XIII – EXECUTIVE SESSION

At 6:10pm, Commissioner Kieffer 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 6:31pm, Commissioner Burdette made a motion to reconvene. Commissioner Floyd seconded the motion. The motion carried unanimously.

XIV – EXECUTIVE SESSION MINUTES

Commissioner Floyd made a motion to approve June 17, 2025 executive session minutes. Commissioner Burdette seconded the motion. The motion carried unanimously.

XV – PLANNING BOARD – 6:00 pm

ALAN WRITCH – PUBLIC HEARING (01): Planning Board recommends approval of an application by Alan Writch to rezone +/- 4.6 acres located at 794 Floyd Avenue from AR-1 to AR-2 to allow for permitted uses in AR-2 Map # 296 Parcel # 30 & 31 in the Third District.

Senior Planner Fernald explained that the applicant is requesting to rezone the 4.6-acre parcel to AR-2 to facilitate subdivision. Surrounding parcels include AR-2 and R-1 zones, and the future land use map designates this parcel as agricultural residential.

Speaking for: Alan Writch explained the plan includes the construction of four (4) new, high-quality residences, designed to be comparable in caliber to those in the Cameron Oaks development. Two (2) of the homes will have driveway access from Floyd Avenue, with the remaining two (2) accessing Cameron Oaks Drive. The existing two mobile homes on the property will be removed prior to construction.

Commissioner Burdette made a motion to approve the application, and the application is complete 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.

ALAN WRITCH – SECOND READING (02): Consideration to approve the Second Reading of an application by Alan Writch to rezone +/- 4.6 acres located at 794 Floyd Avenue from AR-1 to AR-2 to allow for permitted uses in AR-2 Map # 296 Parcel # 30 & 31 in the Third District.

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

KELSEY KNIGHT – PUBLIC HEARING (03): Consideration to approve an application by Kelsey Knight for a variance from Section 5.3.3, to allow for a decrease in required building setbacks in R-1, located at 335 Old Rail Road Map # 303A Parcel # 173 in the First District.

Community Planner Barlett explained the applicant is seeking a variance to reduce the building setbacks from 25 feet to 20 feet due to the irregular shape of the parcel.

Speaking for: Kelsey Knight explained a minor variance of five feet is requested to enhance the aesthetic appeal of the property within the neighborhood. The HOA supports this addition, contingent upon approval.

Commissioner Floyd made a motion to approve the variance. Commissioner Burdette seconded the motion. The motion carried unanimously.

KELSEY KNIGHT – SECOND READING (04): Consideration to approve the Second Reading of an application by Kelsey Knight for a variance from Section 5.3.3, to allow for a decrease in required building setbacks in R-1, located at 335 Old Rail Road. Map # 303A Parcel # 173 in the First District.

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

XVI – ADJOURNMENT

At 6:32pm, there being no further business, Commissioner Floyd 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
JULY 15, 2025