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**
**NOVEMBER 18, 2025**

The Board of Commissioners of Effingham County, Georgia, Mr. Damon Rahn, Mr. Forrest Floyd, Mr. Roger Burdette, Mr. Jamie Deloach, and Ms. Elizabeth Helmly met in regular session at 5:00 pm on Tuesday, November 18, 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. Tasheena Shiggs – Deputy County Clerk, Mr. Clint Hodges – Fire Chief & EMA Director, Mr. Xerxes Sabb – I.T. Support Specialist, Ms. Danielle Carver – Procurement and Capital Projects Manager, Ms. Lauren Shuman – Engineer Project Coordinator,` Ms. Kimberly Barlett – Senior Planner, Ms. Jennifer Rose – Planner I, Ms. Pamela Melser – Development Services Director, Mr. Mark Lastinger – Public Information Coordinator, Mr. Mark Barns – Finance Director, and Mr. Seth Zeigler – Director of Parks and Landscape

**CITIZEN PARTICIPATION**

Joey Zettler, Neil McKenzie, Brett Bennett, Adam Wilkins, Walt Lawson, Robert McCorkle.

**I- CALL TO ORDER**

Chairman Rahn called the meeting to order at 5:10pm

**II- ROLL CALL**

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

**III – INVOCATION**

Commissioner Helmly and Reverend Chance Ward of Goshen United Methodist Church offered the invocation.

**IV– PLEDGE TO THE AMERICAN FLAG**

Commissioner Helmly led the pledge.

**V – AGENDA APPROVAL**

Deputy County Clerk Shiggs announced the removal of New Business item #2 as it duplicates item #1.

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

**VI – MINUTES**

**CONSIDERATION TO APPROVE THE NOVEMBER 4, 2025 REGULAR MEETING MINUTES (1):**

Commissioner Floyd made a motion to approve the meeting minutes as presented. Commissioner Burdette 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: **(2025-541)** Consideration to approve an Agreement with the Office of the Public Defender, Ogeechee Judicial Circuit for indigent defense services. **(2025-542)** Consideration to approve the finalized Construction Manager at Risk (CMAR) Contract documents with Legacy Water Group, LLC for the Effingham Regional Water Supply Facilities – Phase I project. **(2025-543)** Consideration to approve an updated Memorandum of Understanding (MOU) between Effingham County and Hi-Lo SORBA, Inc., a chapter of the Southern Off-Road Bicycle Association (SORBA), for volunteer support and cooperation in the development and maintenance of natural-surface multi-use trails. Commissioner Helmly seconded the motion. The motion carried unanimously.

**X – UNFINISHED BUSINESS**

**CONSIDERATION TO APPROVE THE SECOND READING OF THE AMENDMENT TO AMEND PART II, OFFICIAL CODE: CHAPTER 10- ANIMALS OF THE EFFINGHAM COUNTY CODE OF ORDINANCES (*1st Reading approved, 11/04/2025*) (1):**

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

**CONSIDERATION TO APPROVE TO ADOPT THE EFFINGHAM COUNTY STRATEGIC PLAN 2025, 5 YEAR PLAN (*Postponed,11/04/2025*) (2):**

County Manager Callanan stated based on the discussions in the workshop, staff recommend that the Board of Commissioners approve a county-wide floating local auction sales tax (FLOST) and establish a comprehensive list of recommendations and

performance metrics. Additionally, the strategic plan should be updated to include a new goal focused on facilitating the creation of an Effingham County-based land conservation trust, as well as a goal to research and pursue grant opportunities for land preservation. The last bullet point should be revised to incorporate strategies and methods for minimizing property taxes, and the strategic goal should be modified to emphasize increasing and expanding efforts in this area.

Commissioner Burdette made a motion to approve the adoption of the Effingham County Strategic Plan 2025 with the noted changes. Commissioner Floyd seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE THE SECOND READING OF AN AMENDMENT TO THE PART II, APPENDIX C - ZONING ORDINANCES, ARTICLE III- 3.46- ACCESSORY DWELLING UNIT TO THE EFFINGHAM COUNTY CODE OF ORDINANCES (*1st reading approved, 11/04/2025*) (3):**

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 APPENDIX C- ZONING ORDINANCE, ARTICLE III- 3.3 ACCESSORY STRUCTURES IN RESIDENTIAL DISTRICTS OF THE EFFINGHAM COUNTY CODE OF ORDINANCES (*1st Reading approved, 11/04/2025*) (4):**

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 KERN & CO., LLC - CHAD ZITTROUER AS AGENT FOR R B BAKER PROPERTIES, LLC TO REZONE +/- 114.79 ACRES LOCATED ON OLD AUGUSTA ROAD SOUTH FROM R-1 TO LI TO ALLOW FOR PERMITTED USES IN LIGHT INDUSTRIAL MAP # 476 PARCEL # 4A IN THE FIFTH DISTRICT (*Postponed, 11/04/2025*) (5):**

Commissioner Floyd made a motion to approve the 2nd Reading. Vice Chair Deloach seconded the motion. Commissioner Helmly opposed. The motion carried 3 to 1.

**CONSIDERATION TO APPROVE THE SECOND READING OF AN APPLICATION BY NEIL MCKENZIE AS AGENT FOR CASSIE MICHELE HINELY TO REZONE +/- 247.2 ACRES LOCATED ON SANDHILL ROAD FROM PD-R TO PD-R TO ALLOW FOR A PLANNED DEVELOPMENT TEXT AMENDMENT MAP # 298 PARCEL # 9 IN THE FIRST DISTRICT (*Postponed, 11/04/2025*) (6):**

Commissioner Floyd made a motion to approve the 2nd Reading. Commissioner Burdette seconded the motion. Commissioner Helmly opposed. The motion carried 3 to 1.

**NEIL MCKENZIE** as agent for **BRETT BENNETT – PRELIMINARY PLAT (7):** Consideration to approve an application by Neil McKenzie as agent for Brett Bennett for a Preliminary Plat for Hinely Tract Subdivision located on Sand Hill Road Map#

298 Parcel# 9 in the First District (*Postponed, 11/04/2025*)

Senior Planner Barlett presented the preliminary plat for a development proposal, noting that the total number of proposed lots is contingent upon the County providing water and sewer service, for which a "will serve" letter has already been provided. The presented plat, based on receiving full utilities, consists of 567 total lots. This density is split between 272 cottage lots (48%) and 295 traditional lots (52%).

Speaking for: Neil McKenzie and Brett Bennett provided clarification regarding the site's planned amenities and overall design during the preliminary plat review.

The Board engaged in discussion regarding lack of amenity specificity, density and traffic, and amenity vs. unit ratio.

Commissioner Floyd made a motion to approve Preliminary Plat for Hinely Tract Subdivision. Commissioner Burdette seconded the motion. Commissioner Helmly opposed. The motion carried 3 to 1.

**NEIL MCKENZIE** as agent for **BRETT BENNETT – PRELIMINARY PLAT (8):** Consideration to approve an application by Neil McKenzie as agent for Brett Bennett for a Preliminary Plat for Hinely Tract Subdivision located on Sand Hill Road Map# 298 Parcel# 9 in the First District (*Postponed, 11/04/2025*)

Senior Planner Barlett explained the preliminary plat includes 429 lots with a septic land application system, providing 52.4% open space and three parking spaces. It features covered bus stops and complies with rezoning stipulations. The plat has been under consideration since zoning approval, with changes allowing for either on-site or county water and sewer. If the development agreement is not approved, the county will retain the right to provide public water and sewer.

This item was withdrawn by the applicant.

**ADAM WILKINSON** as agent for **JAW SERVICES, LLC – PUBLIC HEARING (9):** Planning Board recommends denying an application by Adam Wilkinson as agent for JAW Services, LLC to rezone +/- 5.00 acres located at 200 Clyo Shawnee Road from AR-1 to AR-2 to allow for permitted uses in AR-2 Map # 313 Parcel # 3 in the Third District (*Postponed, 11/04/2025*)

Planning Manager Fernald explained the applicant has revised the application to propose four lots and noted that the 2023 state traffic counts indicate an AADT of 250 vehicles. The Planning Board has recommended denial, while staff have completed the review of the application.

Speaking for: Adam Wilkinson explained that he has modified the rezoning request and is now proposing to limit the subdivision to three lots from the previously proposed four lots.

Speaking in objection: Walt Lawson expressed concerns with safety and traffic, drainage, and ordinance discrepancy.

The Board engaged in a discussion regarding AR-3 variance request.

Commissioner Deloach made a motion to deny. Commissioner Helmly seconded the motion. The motion carried unanimously.

**ADAM WILKINSON** as agent for **JAW SERVICES, LLC – SECOND READING (10):** Consideration to approve the Second Reading of an application by Adam Wilkinson as agent for JAW Services, LLC to rezone +/- 5.00 acres located at 200 Clyo Shawnee Road from AR-1 to AR-2 to allow for permitted uses in AR-2 Map # 313 Parcel # 3 in the Third District (*Postponed, 11/04/2025*)

This item was denied due to previous action.

**JOSEPH ZETTLER – PUBLIC HEARING (11):** Consideration to approve an application by Joseph Zettler for a Conditional use located at 894 Little McCall Road to allow for a Rural Business in AR-1. Map # 345 Parcel # 38 in the Third District (*Postponed, 11/04/2025*)

Senior Planner Barlett explained that the applicant has submitted a request for a conditional use permit to operate a rural business focused on mulching, wood repurposing, and on-site storage of equipment and materials. The business is expected to accommodate approximately five to ten vehicle visits per day. The applicant also presented industry-standard decibel levels, sourced from university studies, indicating a typical range of 70 to 110 dBAs, with actual levels varying depending on the source.

Speaking for: Joseph Zettler addressed concerns related to his property, primarily focusing on the elimination of the existing burn pit. He confirmed the intention to do away with the burn pit entirely. In compliance with State of Georgia regulations requiring the processing of materials within 90 days, a plan was outlined to rent a grinder periodically (estimated quarterly for three to five days). The resulting mulch material would then be repurposed by being sold for landscaping or utilized on the property for erosion control.

The Board engaged in discussion regarding precedent, noise, enforcement, and expansion risk.

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

**JOSEPH ZETTLER – SECOND READING (12):** Consideration to approve the Second Reading of an application by Joseph Zettler for a Conditional use located at 894 Little McCall Road to allow for a Rural Business in AR-1. Map # 345 Parcel # 38 in the Third District (*Postponed, 11/04/2025*)

This item was denied due to previous action.

**XI – NEW BUSINESS**

**CONSIDERATION TO APPROVE THE FIRST READING OF AN AMENDMENT TO THE EFFINGHAM COUNTY CODE OF ORDINANCES, PART II, APPENDIX C - ZONING ORDINANCE, ARTICLE III - GENERAL PROVISIONS, SECTIONS 3.15 -**

**HOME OCCUPATIONS & 3.15A - RESIDENTIAL BUSINESSES (1):**

Planner I Rose outlined the amendments made to the home occupation and residential business regulations. The maximum allowable size of non-commercial utility trailers was updated from 5 feet to 22 feet.

Commissioner Burdette made a motion to approve the First Reading of an amendment to the Effingham County Code of Ordinances, Part II, Appendix C - Zoning Ordinance, Article III - General Provisions, Sections 3.15 - Home Occupations & 3.15A - Residential Businesses. Vice Chair Deloach seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE THE FIRST READING OF AN AMENDMENT TO THE EFFINGHAM COUNTY CODE OF ORDINANCES, PART II, APPENDIX C - ZONING ORDINANCE, ARTICLE III - GENERAL PROVISIONS, SECTIONS 3.15 - HOME OCCUPATIONS & 3.15A - RESIDENTIAL BUSINESSES (2):**

This item was removed at agenda approval.

**CONSIDERATION TO APPROVE THE FIRST READING OF AN AMENDMENT TO THE EFFINGHAM COUNTY CODE OF ORDINANCES, PART II, CHAPTER 66 - SOLID WASTE, ARTICLE III - RESIDENTIAL COLLECTION AND DISPOSAL SERVICES, SECTION 66-104 - GENERAL PROVISIONS (3):**

Planning Manager Fernald explained the proposed amendment to the solid waste ordinance aims to clarify that carts must be removed from the right-of-way after collection and positioned at least three feet from the roadway and five feet from any obstructions.

Commissioner Burdette made a motion to approve the First Reading of an amendment to the Effingham County Code of Ordinances, Part II, Chapter 66 - Solid Waste, Article III - Residential Collection and Disposal Services, Section 66-104 - General Provisions. Vice Chair Deloach seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE RESOLUTION# 025-040 TO AMEND THE SCHEDULE OF FEES (4):**

Finance Director Barnes explained Public Engagement and Recreation has developed a comprehensive fee structure for renting portions of the facilities at the CEM complex.

Commissioner Burdette made a motion to approve the proposed resolution to amend the Schedule of Fees. Vice Chair Deloach seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE TO ACCEPT A DONATION FOR EMERGENCY MEDICAL SERVICES IN THE AMOUNT OF $5,000 FROM SEWON AMERICA, INC. (5):**

Finance Director Barnes explained Sewon has made a generous donation to the county for $5,000. A budget for this will be set up in a future budget amendment.

Commissioner Burdette made a motion to approve to accept the $5,000 donation from

Sewon America Inc. Commissioner Helmly seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE A CHANGE ORDER PROPOSAL FROM HUSSEY GAY BELL FOR ADDITIONAL ENGINEERING SERVICES RELATED TO THE EXPANSION OF SCOPE FOR THE BLUE JAY ELEMENTARY SCHOOL FORCE MAIN PROJECT (6):**

Engineer Project Coordinator Shuman explained Hussey Gay Bell is currently engaged to design improvements for the Blue Jay Elementary School force main project. The county has assumed responsibility for the lift station design and is now developing plans for a permanent lift station.

Vice Chair Deloach made a motion to approve the proposed change order from Hussey Gay Bell for $107,500.00. Commissioner Burdette seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE FY26 AMENDMENTS TO THE INMATE LABOR AGREEMENTS WITH THE CITIES OF GUYTON, SPRINGFIELD, RINCON, AND PORT WENTWORTH FOR ONE-YEAR RENEWALS AND FEE UPDATES BASED ON FY26 CORRECTIONAL OFFICER SALARY AVERAGES AND SERVICE DELIVERY STRATEGY (SDS) COST-SHARE ADJUSTMENTS (7):**

Procurement and Capital Projects Manager Carver explained the annual fiscal year 26 inmate labor agreements for Guyton, Springfield, Rincon, and Port Wentworth ensured continued inmate work crew support for each municipality.

Commissioner Floyd made a motion to approve the four inmate labor agreement amendments for FY26. Commissioner Burdette seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE A LIGHTING SERVICES AGREEMENT WITH GEORGIA POWER COMPANY FOR THE INSTALLATION AND MAINTENANCE OF ELEVEN (11) LED ROADWAY LIGHTS AT THE OLD AUGUSTA ROAD AND LOGISTICS PARKWAY ROUNDABOUT (8):**

Procurement and Capital Projects Manager Carver explained the lighting service agreement pertains to the installation and maintenance of 11 LED roadway fixtures at the new roundabout located at Old Augusta Road and Logistics Parkway. The agreement will enhance nighttime visibility and safety at the site.

Commissioner Floyd made a motion to approve the lighting services agreement with Georgia Power as presented. Commissioner Burdette seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE THE CONTRACT AWARD FOR TSPLOST AND LMIG 2026 CONSTRUCTION TO C.W. MATTHEWS CONTRACTING COMPANY, INC. (9):**

Procurement and Capital Projects Manager Carver explained this item concerns the

contract award for the TSPLOST and LMIG 2026 construction program. The county received five bids, and C.W. Matthews Contracting Company was determined to be the lowest responsive and responsible bidder. The project scope includes resurfacing, patching, milling, drainage improvements, storm pipe installation, and related roadway work across approximately 30.2 miles and 54 roads.

Vice Chair Deloach made a motion to approve the contract award to C.W. Matthews. Commissioner Floyd seconded the motion. The motion carried unanimously.

**CONSIDERATION TO APPROVE A NOTICE TO PROCEED TO MOFFATT & NICHOL FOR ENGINEERING DESIGN SERVICES FOR THE SR 17 AT MIDLAND ROAD ROUNDABOUT, UNDER THE COUNTY'S EXISTING IDC AGREEMENT (10):**

County Engineer Hulme explained the county utilized its Indefinite Delivery Contract (IDC) to select an engineering partner and awarded the contract to Moffatt & Nichol for $288,080. The project is scheduled to be put out for construction bids in November 2026.

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

**CONSIDERATION TO APPROVE A PROPOSAL WITH GOODWYN MILLS CAWOOD (GMC) FOR PROFESSIONAL SERVICES ASSOCIATED WITH THE IMPLEMENTATION OF A STORMWATER UTILITY USER FEE IN EFFINGHAM COUNTY (11):**

County Engineer Hulme explained that the county is considering a proposal from GMC to establish a new stormwater utility fee to create a dedicated, consistent revenue stream for managing its existing stormwater infrastructure. The current approach is reactive, addressing issues only on a complaint basis, with maintenance and expansion projects lacking a stable funding source.

The Board discussion focused on establishing a sustainable, dedicated funding stream to address the County's long-standing stormwater infrastructure deficiencies, encompassing both necessary maintenance and capital improvements.

Commissioner Floyd made a motion to approve the professional services agreement with GMC as presented. Vice Chair Deloach seconded the motion. Commissioner Burdette and Commissioner Helmly opposed. Chairman Rahn made a motion to approve breaking the tie. The motion carried 3 to 2.

**XII – REPORTS FROM COMMISSIONERS & ADMINISTRATIVE STAFF**

***County Manager Callanan***

- Impact fees
- Mobile speed sign delivered today

***Commissioner Helmly***

- Town Hall meeting Thursday at 6pm at CEM – Low Ground Rd property owners meeting

***Commissioner Deloach***

- Dinner Scheduling for all 3 cities
- Expressed gratitude for Board and Staff support on agenda items

***Chairman Rahn***

- Speed Signs information

**XIII – EXECUTIVE SESSION**

At 7:15pm, 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 8:03pm, Vice Chair Deloach made a motion to reconvene. Commissioner Burdette seconded the motion. The motion carried unanimously.

**XIV – ADJOURNMENT**

At 8:03pm, there being no further business, Vice Chair Deloach made a motion to adjourn the meeting. Commissioner Helmly seconded the motion. The motion carried unanimously.

Damon Rahn, Chairman

Stephanie D. Johnson, County Clerk

**APPROVED BY THE BOARD OF COMMISSIONERS**
**DECEMBER 2, 2025**