

PUTNAM COUNTY BOARD OF COMMISSIONERS



117 Putnam Drive, Suite A ♦ Eatonton, GA 31024

Minutes

Friday, September 3, 2021 ♦ 9:00 AM

Putnam County Administration Building – Room 203

The Putnam County Board of Commissioners met on Friday, September 3, 2021 at approximately 9:00 AM in the Putnam County Administration Building, 117 Putnam Drive, Room 203, Eatonton, Georgia.

PRESENT

Chairman Billy Webster
Commissioner Gary McElhenney
Commissioner Daniel Brown
Commissioner Bill Sharp
Commissioner Jeff Wooten

STAFF PRESENT

County Attorney Barry Fleming
County Manager Paul Van Haute
County Clerk Lynn Butterworth

Opening

1. Welcome - Call to Order

Chairman Webster called the meeting to order at approximately 9:00 a.m.
(Copy of agenda made a part of the minutes on minute book page _____.)

2. Approval of Agenda

Motion to approve the Agenda.

Motion made by Commissioner McElhenney, Seconded by Commissioner Sharp.

Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Sharp, Commissioner Wooten

3. Invocation - Pastor Jeff Birch, Lake Oconee Presbyterian Church

Pastor Jeff Birch from Lake Oconee Presbyterian Church gave the invocation.

4. Pledge of Allegiance (BW)

Chairman Webster requested 13 seconds of silence for the 13 U.S. service members recently killed in Afghanistan.

Chairman Webster then led the Pledge of Allegiance.

Minutes	Page 1 of 6	Approved
September 3, 2021		September 21, 2021

Mill Rate Public Hearing

5. Presentation of Proposed 2021 Mill Rate (staff-CM & Finance)
County Manager Van Haute reviewed the mill rate with some power point slides.
(Copy of presentation made a part of the minutes on minute book pages _____ to _____.)

6. Comments from the Public
None

7. Comments from Commissioners and/or Staff
None

Regular Business Meeting

8. Public Comments
None

- 9. Consent Agenda
 - a. Approval of Minutes - August 17, 2021 Regular Meeting (staff-CC)
 - b. Approval of Minutes - August 27, 2021 Called Meeting (staff-CC)
 - c. Approval of Minutes - August 27, 2021 Work Session (staff-CC)

Motion to approve the Consent Agenda.
Motion made by Commissioner Sharp, Seconded by Commissioner McElhenney.
Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Sharp, Commissioner Wooten

10. Discussion and possible action on Putnam County Code of Ordinances - Appendix D (Short Term Vacation Rental) (JW)
Chairman Webster reviewed Appendix D and advised that the Forest Lake Village Homeowners Association submitted a letter with some recommendations for change to that part of the Ordinance.

The following individuals spoke in support of the recommended changes: Mr. Tommy Jefferson, Mr. Steve Gilbert, Ms. Doris Peeler, Ms. Pamela Gilbert read and submitted a letter from Ms. Ruth Albrecht, a neighbor who couldn't attend the meeting.

The following individuals spoke against the recommended changes: Mr. Jim Littleton, Ms. Kelly Littleton, Ms. Natalie Gore, Mr. Thomas Baxter, Ms. Jordan & Ms. Morgan Willett, Mr. Sean Tintle, Ms. Sara Bowers Tintle, Mr. Taylor Hill, Ms. George Craig.

Commissioner Sharp submitted two letters he received against the recommended changes.

No action was taken.
(Copy of letters made a part of the minutes on minute book pages _____ to _____.)

Minutes	Page 2 of 6	Approved
September 3, 2021		September 21, 2021

11. Awarding of Solicitation 21-42001-005 Dennis Station Road Decel Lane (staff-CM & CC)
County Manager Van Haute reviewed the bids and the project. He recommended the low bidder,
East Coast Grading.

**Motion to award Solicitation 21-42001-005 Dennis Station Road Decel Lane to East Coast
Grading in the amount of \$381,092.35.**

Motion made by Commissioner Wooten, Seconded by Commissioner McElhenney.

**Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Sharp,
Commissioner Wooten**

12. Awarding of Solicitation 21-61221-001 Recreation Restroom Renovations (staff-CM & CC)
County Manager Van Haute reviewed the bids and the project. He recommended the low bidder,
Dyer Construction.

**Motion to award Solicitation 21-61221-001 Recreation Restroom Renovations to Dyer
Construction in the amount of \$114,515.00.**

Motion made by Commissioner McElhenney, Seconded by Commissioner Sharp.

**Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Sharp,
Commissioner Wooten**

13. Approval of Changes to the Personnel Policy (staff-CM & HR)

County Manager Van Haute and HR Director Miller reviewed the proposed changes to the
Personnel Policy.

**Motion to approve the changes to the Personnel Policy as presented in the meeting
package.**

Motion made by Commissioner Sharp, Seconded by Commissioner Wooten.

**Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Sharp,
Commissioner Wooten**

(Copy of changes made a part of the minutes on minute book pages _____ to
_____.)

14. Appointment to the Board of Assessors (staff-CC)

Nomination for Kelley Chitwood to be appointed to the Board of Assessors.

Nomination made by Commissioner Sharp, Seconded by Commissioner Wooten.

**Voting Yea for Kelley Chitwood: Commissioner McElhenney, Commissioner Brown,
Commissioner Sharp, Commissioner Wooten**

15. Appointment to the Eatonton-Putnam Water and Sewer Authority (staff-CC)

Nomination for Michael Rowland to be appointed to the Eatonton-Putnam Water and Sewer
Authority.

Nomination made by Commissioner Sharp, Seconded by Commissioner McElhenney.

**Voting Yea for Michael Rowland: Commissioner McElhenney, Commissioner Brown,
Commissioner Sharp, Commissioner Wooten**

Minutes	Page 3 of 6	Approved
September 3, 2021		September 21, 2021

16. Appointment to the Planning & Zoning Commission - District Three (staff-CC)
Nomination for Harold Jones to be appointed to the Planning & Zoning Commission.
Nomination made by Commissioner Sharp, Seconded by Commissioner Wooten.
Voting Yea for Harold Jones: Commissioner McElhenney, Commissioner Brown, Commissioner Sharp, Commissioner Wooten

17. Recommendation for Appointment to the Region 5 Emergency Medical Services Council
(staff-CC)

Motion to recommend Brad Murphey for appointment to the Region 5 Emergency Medical Services Council.

Motion made by Commissioner McElhenney, Seconded by Commissioner Wooten.

Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Sharp, Commissioner Wooten

18. Ratification of the Board of Education Mill Rate and Authorization for Chairman to sign Tax Levy Resolution (staff-CM & Finance)

Motion to ratify the Board of Education Mill Rate at 14.900 and Authorize the Chairman to sign the Tax Levy Resolution.

Motion made by Commissioner Brown, Seconded by Commissioner Wooten.

Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Sharp, Commissioner Wooten

(Copy of resolution made a part of the minutes on minute book pages _____ to _____.)

19. Authorization for Chairman to sign Resolution setting 2021 Mill Rate for Incorporated County Maintenance and Operation (staff-CM & Finance)

Motion to set the 2021 Mill Rate for Incorporated County Maintenance and Operation at 7.720 and Authorize the Chairman to sign the Tax Levy Resolution.

Motion made by Commissioner McElhenney, Seconded by Commissioner Wooten.

Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Sharp, Commissioner Wooten

(Copy of resolution made a part of the minutes on minute book pages _____ to _____.)

20. Authorization for Chairman to sign Resolution setting 2021 Mill Rate for Unincorporated County Maintenance and Operation (staff-CM & Finance)

Motion to set the 2021 Mill Rate for Unincorporated County Maintenance and Operation at 7.720 and Authorize the Chairman to sign the Tax Levy Resolution.

Motion made by Commissioner Sharp, Seconded by Commissioner McElhenney.

Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Sharp, Commissioner Wooten

(Copy of resolution made a part of the minutes on minute book pages _____ to _____.)

Minutes	Page 4 of 6	Approved
September 3, 2021		September 21, 2021

21. Authorization for Chairman to sign Resolution setting 2021 Mill Rate for Special Service District (staff-CM & Finance)

Motion to set the 2021 Mill Rate for the Special Service District at .165 and Authorize the Chairman to sign the Tax Levy Resolution.

Motion made by Commissioner Wooten, Seconded by Commissioner Sharp.

Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Sharp, Commissioner Wooten

(Copy of resolution made a part of the minutes on minute book pages _____ to _____.)

Reports/Announcements

22. County Manager Report

County Manager Van Haute gave special thanks to the following:

- the Finance Department for their hard work on the budget and mill rate setting
- HR Director Miller for her hard work on the personnel policy changes
- the Commissioners for another successful budget season

23. County Attorney Report

No report.

24. Commissioner Announcements

Commissioner McElhenney: thanked the Department heads and County Manager for doing a good job

Commissioner Brown: wished safe travels to everyone for the Labor Day weekend and a good, safe, healthy, and enjoyable time

Commissioner Sharp: none

Commissioner Wooten: none

Chairman Webster: echoed all the thanks, saying everyone has pulled together and are a dedicated group of people; he also thanked Lee Coleman from the Eatonton Messenger for attending the meeting

Minutes	Page 5 of 6	Approved
September 3, 2021		September 21, 2021

Closing

25. Adjournment

Motion to adjourn the meeting.

Motion made by Commissioner McElhenney, Seconded by Commissioner Sharp.

**Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Sharp,
Commissioner Wooten**

Meeting adjourned at approximately 10:43 a.m.

ATTEST:

Lynn Butterworth
County Clerk

Billy Webster
Chairman

Minutes	Page 6 of 6	Approved
September 3, 2021		September 21, 2021