

# PUTNAM COUNTY BOARD OF COMMISSIONERS



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117 Putnam Drive, Suite A ♦ Eatonton, GA 31024

## Minutes

**Friday, December 6, 2019 ♦ 9:00 AM**

*Putnam County Administration Building – Room 203*

The Putnam County Board of Commissioners met on Friday, December 6, 2019 at approximately 9:00 AM in the Putnam County Administration Building, 117 Putnam Drive, Room 203, Eatonton, Georgia.

### *PRESENT*

Chairman Billy Webster  
Commissioner Daniel Brown  
Commissioner Bill Sharp

### *ABSENT*

Commissioner Kelvin Irvin  
Commissioner Trevor Addison

### *STAFF PRESENT*

County Attorney Barry Fleming  
County Manager Paul Van Haute  
Deputy County Manager Lisa Jackson  
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. Invocation - Rev. Ford G'Segner  
Rev. Ford G'Segner gave the invocation.

3. Pledge of Allegiance (staff)  
County Manager Paul Van Haute led the Pledge of Allegiance.

4. Special Presentations

a. Finance Department

The Finance Department: Linda Cook, Barbara Vargo, Donna Todd, and Shannon Allen, were recognized for recent accomplishments. The department recently received the Government Finance Officers Association's Certificate of Achievement for Excellence in Financial Reporting (CAFR) and the Award for Outstanding Achievement in Popular Annual Financial Reporting (PAFR). In addition, Finance Director Cook received the President's Award and Accountant Vargo earned her Level One Government Finance Officer Certification.

b. Recreation Departmental Report

Recreation Director Scott Haley shared information about the growing number of participants in the different sports programs and about new activities that the department is implementing, highlighting the new Pickleball program that they have started. He also discussed their new utility trailer and explained the various ways it is being utilized.

c. Transit Departmental Report

Transit Director Dianne Pounds shared information about transit data such as trips and mileage. She introduced the Transit Staff as well including Transit Drivers Linda Grandt and Louvenia Thomas. Transit Driver Sharon Brown was not present at the meeting; however, she is a dedicated member of the staff as well. Transit patron Angela Mazhari gave a wonderful testimonial about the customer service that she receives from the Transit Department.

**Regular Business Meeting**

5. Public Comments

Mr. Don Cottrell asked the board to advertise for his position on the Board of Assessors. He explained that his certification expires early next year and he can't go to school due to the health of his wife.

6. Approval of Agenda

**Motion to approve the Agenda.**

**Motion made by Commissioner Brown, Seconded by Commissioner Sharp.**

**Voting Yea: Chairman Webster, Commissioner Brown, Commissioner Sharp**

7. Consent Agenda

a. Approval of Minutes - November 19, 2019 Regular Meeting (staff-CC)

b. Approval of Minutes - November 19, 2019 Executive Session (staff-CC)

c. Authorization for Chairman to sign GDOT FTA Section 5311 Program FY2021 Grant Application (staff-Transit)

**Motion to approve the Consent Agenda.**

**Motion made by Commissioner Sharp, Seconded by Commissioner Brown.**

**Voting Yea: Chairman Webster, Commissioner Brown, Commissioner Sharp**

(Copy of GDOT application made a part of the minutes on minute book pages \_\_\_\_\_ to \_\_\_\_\_.)

8. Surplus Fixed Assets for Sale (staff-Finance)

County Manager Van Haute requested that the board declare surplus a piece of property obtained through a tax sale. The property is located at 233 Glenwood Springs Road.

**Motion to declare the property at 233 Glenwood Springs Road surplus, identified as parcel 050B025.**

**Motion made by Commissioner Brown, Seconded by Commissioner Sharp.**

**Voting Yea: Chairman Webster, Commissioner Brown, Commissioner Sharp**

9. Authorization for Chairman to sign Defined Benefit/Defined Contribution Plan documents (staff-CM)

a. Resolution to Amend ACCG Defined Benefit Plan for Putnam County Employees

b. Amendment #3 to ACCG Defined Benefit Plan for Putnam County Employees Adoption Agreement

c. Resolution to amend the ACCG 401(a) Defined Contribution Plan for Putnam County Employees

d. ACCG 401(a) Defined Contribution Plan for Putnam County Employees - Adoption Agreement Amendment #1

**Motion to authorize the Chairman to sign Defined Benefit/Defined Contribution Plan documents.**

**Motion made by Commissioner Sharp, Seconded by Commissioner Brown.**

**Voting Yea: Chairman Webster, Commissioner Brown, Commissioner Sharp**

(Copy of documents made a part of the minutes on minute book pages \_\_\_\_\_ to \_\_\_\_\_.)

10. Authorization for Chairman to sign Resolution Supporting Locally-Established Building Design Standards for Residential Dwellings (staff-CM)

**Motion to authorize the Chairman to sign a Resolution supporting Locally-Established Building Design Standards for Residential Dwellings.**

**Motion made by Commissioner Brown, Seconded by Commissioner Sharp.**

**Voting Yea: Chairman Webster, Commissioner Brown, Commissioner Sharp**

(Copy of resolution made a part of the minutes on minute book page \_\_\_\_\_.)

11. Appointments to the Putnam County Department of Family and Children Services Board (staff-CC)

**Nomination for Linda Cook, Georgia Benjamin-Smith, and Deck Jackson to be appointed to the Department of Family and Children Services Board.**

**Nomination made by Commissioner Sharp, Seconded by Commissioner Brown.**

**Voting for Linda Cook, Georgia Benjamin-Smith and Deck Jackson: Chairman Webster, Commissioner Brown, Commissioner Sharp**

**Reports/Announcements**

12. County Manager Report

County Manager Van Haute thanked the board for allowing all the departments to make presentations at meetings throughout the year and for their support.

13. County Attorney Report

County Attorney Fleming advised that he has two matters to discuss in Executive Session.

14. Commissioner Announcements

Commissioner Irvin: absent

Commissioner Brown: none

Commissioner Sharp: invited everyone to Christmas on the Avenue this Sunday at 5:00 PM at the Plaza Arts Center.

Commissioner Addison: absent

Chairman Webster: none

**Executive Session**

15. Enter Executive Session as allowed by O.C.G.A. 50-14-4 for Personnel, Litigation, or Real Estate

**Motion to enter Executive Session as allowed by O.C.G.A. 50-14-4 for Real Estate and Litigation.**

**Motion made by Commissioner Sharp, Seconded by Commissioner Brown.**

**Voting Yea: Chairman Webster, Commissioner Brown, Commissioner Sharp**

Meeting closed at approximately 9:47 a.m.

16. Reopen meeting and execute Affidavit concerning the subject matter of the closed portion of the meeting

**Motion to reopen the meeting and execute the Affidavit concerning the subject matter of the closed portion of the meeting.**

**Motion made by Commissioner Sharp, Seconded by Commissioner Brown.**

**Voting Yea: Chairman Webster, Commissioner Brown, Commissioner Sharp**

(Copy of affidavit made a part of the minutes on minute book page \_\_\_\_\_.)

Meeting reconvened at approximately 11:10 a.m.

17. Action, if any, resulting from the Executive Session

County Attorney Fleming advised that two matters were discussed with no final action being taken.

**Closing**

18. Adjournment

**Motion to adjourn the meeting.**

**Motion made by Commissioner Sharp, Seconded by Commissioner Brown.**

**Voting Yea: Chairman Webster, Commissioner Brown, Commissioner Sharp**

Meeting adjourned at approximately 11:11 a.m.

ATTEST:

Lynn Butterworth  
County Clerk

Billy Webster  
Chairman