

# PUTNAM COUNTY BOARD OF COMMISSIONERS



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117 Putnam Drive, Suite A ♦ Eatonton, GA 31024

## Minutes

Friday, July 10, 2020 ♦ 9:00 AM

Putnam County Administration Building – Room 203

The Putnam County Board of Commissioners met on Friday, July 10, 2020 at approximately 9:00 AM in the Putnam County Administration Building, 117 Putnam Drive, Room 203, Eatonton, Georgia.

### *PRESENT*

Chairman Billy Webster  
Commissioner Kelvin Irvin  
Commissioner Daniel Brown  
Commissioner Bill Sharp

### *STAFF PRESENT*

County Attorney Adam Nelson  
County Manager Paul Van Haute  
County Clerk Lynn Butterworth

## Opening

### 1. Welcome - Call to Order

Chairman Webster called the meeting to order at approximately 9:02 a.m.

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

### 2. Approval of Agenda

**Motion to approve the agenda.**

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

**Voting Yea: Commissioner Irvin, Commissioner Brown, Commissioner Sharp**

### 3. Invocation

Dr. Ford G'Segner gave the invocation.

### 4. Pledge of Allegiance (DB)

Commissioner Brown led the Pledge of Allegiance.

5. Special Presentations

a. Retirement Proclamation - Everette Bowen

The commissioners presented a proclamation and watch to Paramedic Everette Bowen congratulating him on his retirement.

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

b. Chamber of Commerce Tourism Presentation

Emily Holt, Tourism and Special Events Coordinator for the Chamber of Commerce, gave an update on tourism in Eatonton-Putnam County.

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

**Code of Ordinances Public Hearing**

6. Proposed adoption of changes to the Putnam County Code of Ordinances - Chapter 53 (Solar Energy)

No one signed in to speak for or against this item.

**Motion to adopt changes to the Putnam County Code of Ordinances - Chapter 53 (Solar Energy)**

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

**Voting Yea: Commissioner Irvin, Commissioner Brown, Commissioner Sharp**

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

**Regular Business Meeting**

7. Public Comments

None

8. Consent Agenda

a. Approval of Minutes - June 16, 2020 Regular Meeting (staff-CC)

b. Authorization for Chairman to sign Revised Putnam County Transit Procurement Manual (staff-CC/Transit)

**Motion to approve the Consent Agenda.**

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

**Voting Yea: Commissioner Irvin, Commissioner Brown, Commissioner Sharp**

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

9. Request by Canal Wood for Waiver of Interest and Penalties (staff-TC)

Tax Commissioner Pam Lancaster explained that her office made a mistake in the handling of this tax bill and would like this waiver approved to right that wrong.

**Motion to approve the request by Canal Wood to waive the interest and penalties in the amount of \$101.28.**

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

**Voting Yea: Commissioner Irvin, Commissioner Brown, Commissioner Sharp**

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

10. Request by John Culpepper to appeal the Planning & Zoning Commission decision of June 10, 2020 for a rear yard setback variance at 145 Collis Marina Road (staff-P&D)  
Planning & Development Director Lisa Jackson reviewed the action of the June 10, 2020 Planning & Zoning Commission meeting.

Mr. John Culpepper spoke in support of this appeal. No one signed in to speak against this item.

**Motion to deny the appeal of John Culpepper for the Planning & Zoning Commission decision of June 10, 2020 for a rear yard setback variance at 145 Collis Marina Road.**

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

**Voting Yea: Commissioner Irvin, Commissioner Brown, Commissioner Sharp**

11. Request by Pete Wardlaw to appeal the Planning & Zoning Commission decision of June 4, 2020 to rezone 57 acres to RM3 (staff-P&D)

County Attorney Nelson reviewed the action of the June 4, 2020 Planning & Zoning Commission meeting.

Mr. Pete Wardlaw spoke in support of this appeal. Mr. Doug Dillard spoke against this item.

No motion was made, therefore the appeal is denied.

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

12. Request to begin process to abandon a portion of Little-Minton Road (BW)

**Motion to begin the process to abandon a portion of Little Minton Road.**

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

**Voting Yea: Commissioner Irvin, Commissioner Brown, Commissioner Sharp**

13. Authorization for Chairman to sign Memorandum of Understanding between the Board of Regents of the University System of Georgia by and on behalf of the University of Georgia Cooperative Extension and Putnam County (staff-CM)

County Manager Van Haute explained the MOU and County Extension Agent Keith Fielder provided further information and answered questions.

**Motion to authorize the Chairman to sign the Memorandum of Understanding between the Board of Regents of the University System of Georgia by and on behalf of the University of Georgia Cooperative Extension and Putnam County to include option B, Cooperative Contract Pay.**

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

**Voting Yea: Commissioner Irvin, Commissioner Brown, Commissioner Sharp**

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

14. Authorization for staff to schedule a public hearing on proposed changes to the Putnam County Code of Ordinances - Chapter 6 (Alcoholic Beverages) (staff-CC)

**Motion to authorize the staff to schedule a public hearing on proposed changes to the Putnam County Code of Ordinances - Chapter 6 (Alcoholic Beverages)**

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

**Voting Yea: Commissioner Irvin, Commissioner Brown, Commissioner Sharp**

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

15. Discussion and possible action on LMIG roads (staff-CM)

a. Approval of change in scope

b. Awarding of change order/revised scope to Pittman's contract for LMIG 2020

County Manager Van Haute explained that the 2020 LMIG plus local match was \$780,000, however the Pittman Construction quote from April 2020 was \$1,288,800, therefore requiring a reduction in scope.

**Motion to approve change in scope and award the change order as shown with option 1 totaling \$847,588.**

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

**Voting Yea: Commissioner Irvin, Commissioner Brown, Commissioner Sharp**

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

16. Discussion and possible action on Cabins for Oconee Springs Park (staff-CM)

County Manager Van Haute explained the need for additional cabins and that Legacy Housing will honor the price of the original cabins.

**Motion to purchase two more cabins for Oconee Springs Park at a cost of \$19,077.00 each from Legacy Housing.**

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

**Voting Yea: Commissioner Irvin, Commissioner Brown, Commissioner Sharp**

17. Discussion and possible action regarding the BER office relocation (BW)

Mr. Charles Patton, Chairman of the Board of Elections and Registration, spoke in support of this action.

**Motion to award the Board of Elections and Registration relocation project to Renfree Construction in amount of \$768,000.**

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

**Voting Yea: Commissioner Irvin, Commissioner Brown, Commissioner Sharp**

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

18. Consideration and possible action regarding directing staff to initiate rezoning of parcels Map 104B013 & Map 104B014 from RM-2 to R-1 (staff-P&D)

Ms. Darlene Wright and Mr. Mark Street spoke in support of the rezoning but requested that parcel 12 be corrected as well.

County Attorney Nelson explained that this is an attempt to clean the record and explained that in 2018 these parcels were rezoned to RM-2 with conditions of combining, but the combining never occurred and no longer can be due to different ownership, thus making the rezoning no longer valid. He also explained that parcel 12 has a pending rezoning that will be heard by the Planning and Zoning Commission in August.

**Motion to direct staff to initiate rezoning of parcels 104B013 & 104B014 from RM-2 to R-1.**

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

**Voting Yea: Commissioner Irvin, Commissioner Brown, Commissioner Sharp**

19. Set Qualifying Fees for 2020 General Election (staff-CC/Fin)

**Motion to set the qualifying fee for District 4 commissioner for 2020 general election at \$234.**

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

**Voting Yea: Commissioner Irvin, Commissioner Brown, Commissioner Sharp**

20. Appointment to the Planning and Zoning Commission - District Four (staff-CC)

Commissioner Brown, seconded by Commissioner Irvin, nominated John Mitchell for appointment to the Planning and Zoning Commission.

**Chairman Webster called for the vote. Commissioner Irvin voted for John Mitchell. Commissioner Brown voted for John Mitchell. Commissioner Sharp voted for John Mitchell.**

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

Commissioner Irvin, seconded by Commissioner Brown, nominated Sandra Parham for appointment to the Department of Family and Children Services Board.

**Chairman Webster called for the vote. Commissioner Irvin voted for Sandra Parham. Commissioner Brown voted for Sandra Parham. Commissioner Sharp voted for Sandra Parham.**

22. Recommendations for Appointment to the Central Georgia Region 5 Emergency Medical Services Council (staff-CC)

**Motion to recommend Brad Murphey and Tommy McClain for appointment to the Region 5 Emergency Medical Services Council.**

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

**Voting Yea: Commissioner Irvin, Commissioner Brown, Commissioner Sharp**

23. Discussion and possible action on Retirement recognitions (staff-CC)

**Motion to approve the recommendation of the County Clerk to modify the retirement recognition values at 10, 15, 20, 25, and 30 years and allow gift cards instead of watches.**

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

**Voting Yea: Commissioner Irvin, Commissioner Brown, Commissioner Sharp**

### **Reports/Announcements**

24. County Manager Report

No report.

25. County Attorney Report

No report.

26. Commissioner Announcements

Commissioner Irvin: none

Commissioner Brown: none

Commissioner Sharp: none

Chairman Webster: none

**Closing**

27. Adjournment

**Motion to adjourn the meeting.**

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

**Voting Yea: Commissioner Irvin, Commissioner Brown, Commissioner Sharp**

Meeting adjourned at approximately 11:32 a.m.

ATTEST:

Lynn Butterworth  
County Clerk

Billy Webster  
Chairman