

# PUTNAM COUNTY BOARD OF COMMISSIONERS



117 Putnam Drive, Suite A ♦ Eatonton, GA 31024

## Agenda

Friday, August 7, 2020 ♦ 9:00 AM

Putnam County Administration Building – Room 203

### Opening

1. Welcome - Call to Order
2. Approval of Agenda
3. Invocation
4. Pledge of Allegiance (BS)

### Road Abandonment Public Hearing

5. Consideration of Road Abandonment - portion of Little-Minton Road (BW)

### Code of Ordinances Public Hearing

6. Proposed adoption of changes to the Putnam County Code of Ordinances - Chapter 6 (Alcoholic Beverages)

### Regular Business Meeting

7. Public Comments
8. Consent Agenda
  - a. Approval of Minutes - July 21, 2020 Regular Meeting
9. Authorization for the Chairman to sign a letter to the Middle Georgia Regional Commission for Technical Assistance on achieving a Broadband Ready Community Designation (staff-CM)
10. Discussion and possible action regarding entering into a contract with the Morgan County Board of Commissioners to pave miscellaneous roads (1.33 miles) and be reimbursed under the terms of the estimate and contract (staff-CM)
11. Approval of Revised General Guidelines for use of County Property (BW)

### Reports/Announcements

12. County Manager Report
13. County Attorney Report
14. Commissioner Announcements

### Executive Session

15. Enter Executive Session as allowed by O.C.G.A. 50-14-4 for Personnel, Litigation, or Real Estate
16. Reopen meeting and execute Affidavit concerning the subject matter of the closed portion of the meeting
17. Action, if any, resulting from the Executive Session

### Closing

18. Adjournment

The Board of Commissioners reserves the right to continue the meeting to another time and place in the event the number of people in attendance at the meeting, including the Board of Commissioners, staff, and members of the public exceeds the legal limits. The meeting cannot be closed to the public except by a majority vote of a quorum present for the meeting. The board can vote to go into an executive session on a legally exempt matter during a public meeting even if not advertised or listed on the agenda. Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities are required to contact the ADA Compliance Officer, at least three business days in advance of the meeting at 706-485-2776 to allow the County to make reasonable accommodations for those persons.

**File Attachments for Item:**

5. Consideration of Road Abandonment - portion of Little-Minton Road (BW)



**Putnam County Board of Commissioners  
Agenda Item Request Form**

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DATE OF MEETING REQUESTED: 8-7-20

REQUEST BY: \_\_\_\_\_

AGENDA ITEM: Little-Minton Road Abandonment Public Hearing

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AGENDA ITEM TYPE:

Presentation                       Discussion                       Action\*

Other (Please Specify) Public Hearing

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\*ACTION REQUESTED: None - public hearing only

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SUPPORTING DOCUMENTATION PROVIDED:  Yes                       No

BUDGET/FUNDING INFORMATION: \_\_\_\_\_

FACTS AND/OR ISSUES: This is step 4 of 6 in the road abandonment process.

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# PUTNAM COUNTY BOARD OF COMMISSIONERS

117 Putnam Drive, Suite A ♦ Eatonton, GA 31024 ♦ Tel: 706-485-5826 ♦ Fax: 706-923-2345

## Road Abandonment Request

Date of Request: 06/11/20

Road Name: Little - minton Road

Requester/Authorized Agent: Kay Stevens

Requester's physical Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Contact Number(s): \_\_\_\_\_

Road length in Miles: 0.1 ( Paved or  Unpaved)

\*\*For recording purposes, please provide Survey Plat of Road\*\*

Reason for Requested Abandonment: No Longer Needed

Number of homeowners to be affected by Abandonment: 2 \*Have they been notified of proposal? yes

Number of businesses to be affected by Abandonment: 0 \*Have they been notified of proposal? N/A  
\*Please provide proof of notification

### OFFICE USE ONLY:

Was evidence provided to indicate that all or most of the affected home or business owners have been notified of proposed abandonment? \_\_\_\_\_

Recommendation by Planning & Development Director: Recommendation is for Approval  
If recommendation is for Denial, reason \_\_\_\_\_

Planning Director Signature: Lisa Decker Date: 7-2-20

# ROAD ABANDONMENT CHECKLIST

*Name of Road* Little-Minton Road (portion)

When there is a request to abandon a county road the following steps must be followed:

1. The Board of Commissioners must approve beginning the process at a regular board meeting.

Completed  Date 7-10-2020

2. A "Notice of Intent to Abandon A County Road" must be published in the legal organ of the county for two weeks.

Completed  Dates 7-23-2020 & 7-30-2020

3. Post signs at each end of the road proposed to be abandoned.

Completed  Date 7-29-2020

4. Public hearing is held.

Completed  Date 8-7-2020

5. Board of Commissioners approves Certification of Road Abandonment at a regular board meeting.

Completed  Date \_\_\_\_\_

a. A copy of the certification and plat is mailed to the property owner(s).

Completed  Date \_\_\_\_\_

b. A copy of the certification and plat is published in the county's legal organ for two weeks.

Completed  Dates \_\_\_\_\_

6. Board of Commissioners declares road abandoned and authorizes Chairman to sign affidavit of abandonment at a regular board meeting.

Completed  Date \_\_\_\_\_

a. County attorney prepares an affidavit of abandonment, to be executed by the Chairman, and files the same with the Putnam County Superior Court.

Completed  Date \_\_\_\_\_

# PUTNAM COUNTY BOARD OF COMMISSIONERS



117 Putnam Drive, Suite A ♦ Eatonton, GA 31024  
706-485-5826  
[www.putnamcountyga.us](http://www.putnamcountyga.us)

## **NOTICE OF INTENT TO ABANDON A COUNTY ROAD**

Pursuant to O.C.G.A. Section 32-7-1 and 32-7-2, notice is given that Putnam County will consider the abandonment of a portion of Little-Minton Road.

TRACT 1: All that lot, tract and parcel of land, with all improvements thereon, situate, lying and being in the Second Land District of Putnam County, Georgia, containing 0.047 acres, more or less, and being more particularly described and designated as Parcel "B" in a plat of survey prepared by Edwin L. Thompson, Reg. Land Surveyor No. 1759, dated June 3, 2020, and filed in the Office of the Clerk of Superior Court of Putnam County, Georgia in Plat Book 36, Page 245, said survey being incorporated by reference into this description.

And

TRACT 2: All that lot, tract and parcel of land, with all improvements thereon, situate, lying and being in the Second Land District of Putnam County, Georgia, containing 0.115 acres, more or less, and being more particularly described and designated as Parcel "C" in a plat of survey prepared by Edwin L. Thompson, Reg. Land Surveyor No. 1759, dated June 3, 2020, and filed in the Office of the Clerk of Superior Court of Putnam County, Georgia in Plat Book 36, Page 245, said survey being incorporated by reference into this description.

It appears the roadway proposed to be abandoned serves no public purpose and it is otherwise in the best interest of the County to abandon the same. If abandoned, this road shall no longer be part of the county road system and the rights of the public in and to the section of road, as a public road shall cease.

A public hearing will be held on August 7, 2020 at 9:00 a.m. in the Putnam County Administration Building, 117 Putnam Drive, Room 203, Eatonton, GA 31024 regarding the abandonment of this county road. The public is invited to express any concerns regarding Putnam County's determination.

Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities are required to contact the ADA Compliance Officer, at least three business days in advance of the meeting at 706-485-2776 to allow the County to make reasonable accommodations for those persons.

The Board of Commissioners reserves the right to continue the hearing to another time and place in the event the number of people in attendance at the hearing, including the Board of Commissioners, staff, and members of the public exceeds the legal limits. Hearings will be conducted pursuant to O.C.G.A. 50-14-1 and Section 2-42 of the Putnam County Code of Ordinances.

07/23/2020 & 07/30/2020

P202000046  
BK:36 PG:245-245

PLAT FILED IN OFFICE  
CLERK OF COURT  
06/11/2020 11:33 AM  
SHEILA H. PERRY, CLERK  
SUPERIOR COURT  
PUTNAM COUNTY, GA

*Sheila H. Perry*

0353516676  
PARTICIPANT ID

APPROVED FOR RECORDING ONLY  
PUTNAM COUNTY  
PLANNING AND DEVELOPMENT

6-11-20  
DATE

*Lisa Spade*

PLAT RECORDED IN PLAT BOOK 2, PAGE 237

PROPERTY COURSE TABLE - PARCEL "A"

LINE	BEARING	DISTANCE
L1	S 50°45'00" E	12.50'
L2	S 75°07'00" W	12.50'
L3	N 12°11'00" E	11.38'

PROPERTY COURSE TABLE - PARCEL "B"

LINE	BEARING	DISTANCE
L4	S 50°45'00" E	74.30'
L5	S 00°20'20" W	70.26'
L6	N 32°27'49" W	55.38'
L7	N 00°20'20" E	14.74'
L8	N 66°48'28" E	5.36'
L9	N 31°07'07" W	62.71'

PROPERTY COURSE TABLE - PARCEL "C"

LINE	BEARING	DISTANCE
L10	S 41°57'03" W	140.20'
L11	S 86°35'47" W	42.69'
L12	N 41°57'03" E	63.66'
L13	N 41°57'03" E	95.52'
L14	N 00°20'20" E	35.15'
L6	S 32°27'49" E	55.38'

PROPERTY COURSE TABLE - PARCEL "D"

LINE	BEARING	DISTANCE
L15	N 15°50'05" E	100.23'
L16	N 75°07'00" E	37.99'
L14	S 00°20'20" W	35.15'
L13	S 41°57'03" W	95.52'
L12	S 41°57'03" W	63.66'

PROPERTY COURSE TABLE - PART OF LOT 8 (SOUTH SIDE OF LITTLE-MINTON ROAD)

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING
C1	670.72'	79.09'	79.05'	N 20°59'41" W

PROPERTY COURSE TABLE - PART OF LOT 8 (NORTH SIDE OF LITTLE-MINTON ROAD)

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING
C2	565.45'	24.04'	24.04'	N 29°57'25" W

PROPERTY COURSE TABLE - PART OF LOT 8 (NORTH SIDE OF LITTLE-MINTON ROAD)

LINE	BEARING	DISTANCE
L21	N 47°38'21" E	277.89'
L22	S 50°45'00" E	174.37'
L3	S 12°11'00" W	11.38'
L23	S 75°07'00" W	337.27'

PROPERTY COURSE TABLE - COMBINED AREA OF LOTS C AND D

LINE	BEARING	DISTANCE
L24	N 85°26'40" E	37.85'
L25	N 85°26'40" E	114.50'
L26	N 85°26'40" E	5.00'
L27	S 24°51'22" E	3.89'
L28	S 47°20'58" E	18.52'
L29	S 49°39'41" E	16.37'
L30	S 43°13'20" E	18.99'
L31	S 63°22'59" E	13.45'
L32	S 68°08'23" E	10.67'
L33	S 40°24'51" E	10.59'
L34	S 44°07'33" E	14.68'
L35	S 51°53'52" E	15.96'
L36	S 45°41'47" E	14.57'
L37	S 44°48'20" E	5.08'
L38	S 41°30'13" E	4.39'
L39	S 30°47'21" E	8.55'
L40	S 04°45'45" W	8.05'

PROPERTY COURSE TABLE - LOT 6

LINE	BEARING	DISTANCE
L41	S 30°16'46" W	8.00'
L42	S 47°28'32" W	28.86'
L43	S 41°21'26" W	5.30'
L44	S 40°08'08" W	30.97'
L45	S 54°40'53" W	24.10'
L46	S 37°41'58" W	18.20'
L47	N 85°31'53" W	121.12'
L5	N 00°20'20" E	70.26'
L4	N 50°45'00" W	74.30'

PROPERTY COURSE TABLE - LOT 6 (CONTINUED)

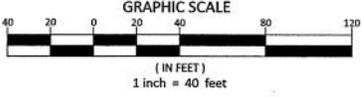
LINE	BEARING	DISTANCE
L48	S 03°29'54" W	11.43'
L49	S 00°23'47" W	4.66'
L50	S 27°54'24" W	23.56'
L51	S 26°12'14" W	17.14'
L52	S 08°23'38" W	9.48'
L53	S 31°53'17" W	29.78'
L54	S 87°27'52" W	67.12'
L55	S 87°27'52" W	111.09'
L10	N 41°57'03" E	140.20'
L47	S 85°31'53" E	121.12'

**CLOSURE INFORMATION:**  
The field data upon which this map or plat is based has a closure precision of one foot in 41,680 feet and an angular error of .00'00"00" per angle point and was adjusted using the compass rule. This map or plat has been calculated for closure and is found to be accurate within one foot in 163,894 feet.

**SURVEYOR'S CERTIFICATION:**

As required by subsection (d) Of O.C.G.A. Section 15-6-67, this plat has been prepared by a land surveyor and approved by all applicable local jurisdictions for recording as evidenced by approved certificates, signatures, stamps, or statements hereon. Such approvals or affirmations should be confirmed with the appropriate governmental bodies by any purchaser or user of this plat as to intended use of any parcel. Furthermore, the undersigned land surveyor certifies that this plat complies with the minimum technical standards for property surveys in Georgia as set forth in the rules and regulations of the Georgia Board of Registration for Professional Engineers and Land Surveyors and as set forth in O.C.G.A. Section 15-6-67.

**EDWIN L. THOMPSON**  
REGISTERED LAND SURVEYOR  
No. 1759  
06/03/2020  
EDWIN L. THOMPSON - GA. REG. L.S. LIC. NO. 1759 DATE



**SURVEYOR'S NOTES:**

1. THERE HAS BEEN NO INVESTIGATION OR INDEPENDENT SEARCH FOR EASEMENTS OF RECORD, ENCUMBRANCES, OR OWNERSHIP TITLE EVIDENCE THAT MAY BE DISCLOSED BY A CURRENT AND ACCURATE TITLE SEARCH. THIS PROPERTY IS SUBJECT TO ANY AND ALL EXISTING DRAINAGE AND/OR UTILITY EASEMENTS THAT MAY NOT BE SHOWN ON THIS PLAT NOR DOES THE SURVEYOR ASSUME ANY RESPONSIBILITY FOR ANY SUCH EASEMENTS THAT MAY AFFECT THIS PROPERTY.
2. REFERENCE DEEDS: DB 5-6/24, DB 4-2/18, DB 3-5/05, DB 08/23-24, DB 4-0/48 & DB 00/03/44 635
3. REFERENCE PLAT: PB 2/237
4. BEARINGS (DATUM ESTABLISHED FROM PLAT OF RECORD, RECORDED IN PLAT BOOK 2, PAGE 237)
5. THIS PROPERTY LIES IN ZONE "X" AS SHOWN ON FEMA FLOOD MAP PANEL 13237C0275C (EFFECTIVE 09/26/2008), AND IN MY OPINION DOES NOT LIE WITHIN A FEDERALLY DESIGNATED FLOOD AREA.
6. PARCEL "B" IS TO BE COMBINED WITH COMBINED AREA OF LOTS C AND D. AFTER REQUIRED DEED FOR PARCEL "B" HAS BEEN RECORDED.
7. PARCEL "C" AND PARCEL "D" ARE TO BE COMBINED WITH LOT 6. AFTER REQUIRED DEED FOR PARCEL "C" HAS BEEN RECORDED.
8. THIS SURVEY SERVES TO CORRECT A PRE-EXISTING CONDITION. THEREFORE, CURRENT PLANNING AND ZONING REGULATIONS WILL NOT APPLY TO EITHER PART OF LOT 8 (SOUTH SIDE OR NORTH SIDE) OF LITTLE-MINTON ROAD.

**SURVEY OF PROPERTY FOR:**

Estate of Betty W. Little,  
Bobby Thomas Minton and Phyllis Willene Minton,  
and Putnam County Board of Commissioners

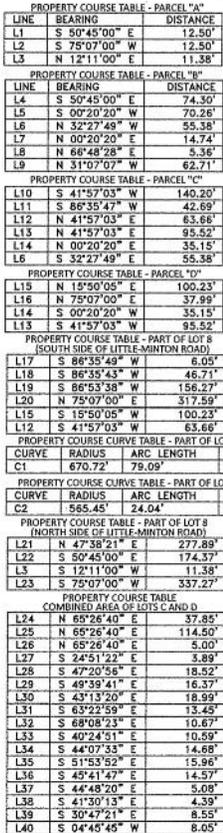
BEING A SURVEY OF PARCELS "A", "B", "C" AND "D",  
PART OF LOT 8 SOUTH AND PART OF LOT 8 NORTH OF LITTLE-MINTON ROAD,  
COMBINED AREA OF LOTS C AND D, AND LOT E  
LYING IN BLOCK 3 OF THE J. D. JACKSON ESTATE  
ALSO LYING IN LAND LOTS 215 AND 216  
312th G.M.D.

PUTNAM COUNTY, GEORGIA

SURVEYED: 03/06/2020 - 05/28/2020 PLAT DRAWN: 06/03/2020  
SCALE: 1" = 40'  
SURVEYOR: EQUIPMENT USED:  
THOMPSON LAND SURVEYORS, INC. TOPCON GPT-3000  
140 KENAN DR. NW MILLEDGEVILLE, GEORGIA 31061 ELECTRONIC DISTANCE METER  
PHONE: 478-434-1241 FILE NO. 2156

**LEGEND**

- R/W RIGHT OF WAY
- CL CENTERLINE
- PL PROPERTY LINE
- RL REFERENCE LINE
- OP OPEN TOP PIPE FOUND
- OTPS OPEN TOP PIPE SET
- G.M.D. GEORGIA MILITIA DISTRICT
- RBFB REBAR FOUND
- RBS REBAR SET
- F FENCE
- CL CONTOUR LINE
- OH OVERHEAD POWER LINE
- CP COMPUTED POINT
- PP POWER POLE
- SP SECURITY POLE
- EP EDGE OF PAVEMENT
- CRW CONCRETE RETAINING WALL
- BRW BRICK RETAINING WALL
- POB POINT OF BEGINNING
- POR POINT OF REFERENCE



**File Attachments for Item:**

6. Proposed adoption of changes to the Putnam County Code of Ordinances - Chapter 6 (Alcoholic Beverages)



**Putnam County Board of Commissioners  
Agenda Item Request Form**

DATE OF MEETING REQUESTED: 8-7-20

REQUEST BY: Lynn Butterworth

AGENDA ITEM: Proposed adoption of changes to the Putnam County  
Code of Ordinances - Chapter 6 (Alcoholic Beverages)

AGENDA ITEM TYPE:

- Presentation
- Discussion
- Action\*
- Other (Please Specify) Public Hearing

\*ACTION REQUESTED: Public Hearing followed by approval of proposed  
changes

SUPPORTING DOCUMENTATION PROVIDED:  Yes  No

BUDGET/FUNDING INFORMATION: \_\_\_\_\_

FACTS AND/OR ISSUES: The ballot question for Sunday sales of distilled  
spirits or alcoholic beverages from 11:00 AM - 12:30 PM was  
approved by the voters. We need to change our ordinances to  
reflect this. If approved, Sunday hours will be 11:00 AM - 12 midnight.

**EXPLANATION OF DOCUMENTS:**

**Red language equals added text.**

**Struck through language equals deleted text.**

**Chapter 6: Alcoholic Beverages**

Sec. 6-31. - Requirements; excise tax.

(a) The requirements for all alcoholic beverage licenses are as follows:

- (1) A separate license shall be required for each place of business.
- (2) Any person, partnership, or corporation desiring to conduct a business to sell alcoholic beverages shall make application therefore on a form to be furnished by the board of commissioners, and in connection therewith shall, under oath, answer all questions, supply all information, and furnish all certificates, affidavits and other supporting data as required thereby. Any untrue, misleading or omitted statement or information contained in any such application shall be cause for denial or suspension of the license and if a license has been granted, shall be cause for revocation of the same. Each application shall be filed together with the payment of the license fee:
  - a. Where the owner of such business is an individual (a natural person), the application shall be made in the name of that person and shall include the complete address of that person, together with that person's date of birth and Social Security number.
  - b. Where the owner of such business is a partnership, the application shall be made in the names of all partners and shall include their complete addresses, together with their respective dates of birth and Social Security numbers.
  - c. Where the owner of such business is a domestic corporation lawfully registered and doing business under the laws of the State of Georgia, or any foreign corporation lawfully registered under the laws of the State of Georgia to do business in this state, it may be permitted to apply for such license in the name of the corporation as registered in the Office of the Secretary of State. The corporation shall provide the board of commissioners with the name of its agent authorized to receive service of process under the laws of this state and with the address of its registered office. The corporation shall also provide the name, complete address, date of birth and Social Security number of its managing agent. The managing agent shall be defined as the person who controls and manages the day-to-day operations of the business on behalf of the corporation.

- d. The written application for a license on file with the board of commissioners shall be a permanent record which the licensee must maintain current with correct information at all times. The failure to maintain a current license application shall be grounds for revocation of a license.
- e. The board of commissioners may, in the exercise of its discretion, require a personnel statement that identifies any and all employees of a licensee for licensing purposes.
- f. The license application shall require the disclosure of any conviction for any felony offense or any offense involving moral turpitude under federal, state or local laws of the person, any partner, the corporation, the corporation's managing agent, or any employee or proposed employee.
- g. The license application shall require the disclosure of any conviction for any misdemeanor offense pertaining to the sale or illegal possession of alcoholic beverages, gambling, tax laws, controlled substances and/or dangerous drugs under federal, state or local laws of the person, any partner, the corporation, the corporation's managing agent, or any employee or any proposed employee.
- h. The license application shall list the names of any persons having an interest in the operation of a proposed licensed premises or control over or ownership interest in such proposed license premises. Such persons must meet the same requirements as set forth in this article for the licensee.
- i. If the proposed licensed premises is not in existence on January 6, 2010, the initial application shall include an accurate sketch or diagram showing the location of the building, the area thereof to be used, and the property lines of the real property where the licensee proposes to carry on the business of selling alcoholic beverages. The diagram shall also show the location of all churches or recognized places of worship and schools in the immediate area, and the distance between the property line of the proposed place of business and the property line of schools, churches or recognized places of worship as measured along a straight line.
- j. The license application shall contain a statement as to whether licensee holds any other license for the sale of alcoholic beverages and the location thereof.
- k. If the proposed licensed premises is not in existence or requires substantial renovation, the applicant shall submit a detailed set of plans and working drawings showing the exact location of the proposed licensed premises and the construction proposed to be carried out by the licensee and the anticipated time for completion of said construction or renovation.
- l. As a prerequisite to the issuance of any license, the person, partners, or corporation's managing agent shall furnish a complete set or sets of his/her/their fingerprints to the board of commissioners. Said fingerprints

shall be obtained under the direction of the board of commissioners or their designee. The board of commissioners will request the Sheriff of Putnam County to obtain a fingerprint-based criminal history records check from the Georgia Crime Information Center and Federal Bureau of Investigation for purposes of determining the suitability of the individual(s) fingerprinted and to return an appropriate report to the board. Fingerprints shall be in such form and of such quality as prescribed by the Georgia Crime Information Center and under standards adopted by the Federal Bureau of Investigation. Any fees charged by the Georgia Crime Information Center or the Federal Bureau of Investigation to cover the cost of the records search shall be paid by the individual(s) fingerprinted.

- m. In determining whether or not any license applied for hereunder shall be granted, the following factors, in addition to all other provisions of this ordinance, shall be considered in the public interest and welfare:
1. The person's, partners', corporation's, corporation's managing agent's, or employees' reputation, character, mental capacity to conduct the business, personal associations, record of arrest or reputation in any community in which they have resided or conducted business in, and whether or not they are likely to maintain the operation of the business in conformity with federal, state or local laws.
  2. If the person, any partner, corporation, corporation's managing agent, or employees are previous holders of a license to sell alcoholic beverages and whether or not they have violated any law, regulation or ordinance relating to such business.
  3. If the person, any partner, corporation, corporation's managing agent, or employees are a previous holder of a license to sell alcoholic beverages, the manner in which they conducted the business thereunder as it pertains to the necessity for unusual law enforcement observation and inspection in order to prevent the violation of any law, regulation or ordinance relating to such business.
  4. Whether the person, any partner, corporation, corporation's managing agent, or employees have previously had a similar license suspended or revoked and the reason therefore.
  5. The board of commissioners shall also give consideration to such other factors as may affect the health and general welfare of the unincorporated area of Putnam County, to include the type of license applied for, the effect that license will have on schools, public parks and churches in the area, the effect the granting of the license will have on existing land uses in the area, the character of the area and its peculiar suitability for the particular use sought, and the congestion of roads and streets. These items shall receive reasonable consideration with a general view of promoting desirable living

conditions and sustaining the stability of neighborhood property values.

6. When any application is denied or any license is revoked because of a decision by the board of commissioners that such license or application fails to meet any of the factors or requirements of this ordinance or in any case where such a decision was made because of the undesirability of the location itself, no application can be made again until at least one year has elapsed from the date the previous application was denied or revoked or, if that decision was appealed to any court, until one year after a final, unappealed or unappealable disposition was made of such appeal.
- n. A license shall not be issued to:
1. A person or partner who is not a citizen of the United States or a legal resident of the United States, or any corporation whose managing agent is not a citizen of the United States or a legal resident of the United States.
  2. A person, partner, corporation, or corporation's managing agent who has in Georgia or any other jurisdiction been convicted of a felony, unless said person has received a full restoration of their civil and political rights by the Georgia Board of Pardons and Paroles or the Federal equivalent thereof, or a person, partner, or corporation's managing agent is presently serving a first offender sentence pursuant to the Laws of Georgia for a felony offense.
  3. A person, partner, corporation, or corporation's managing agent who has been convicted or pleaded nolo contendere or forfeited bond for a violation of any law or ordinance pertaining to the sale of alcoholic beverages, gambling, tax offenses, sale or possession of controlled substances and/or dangerous drugs or any offense wherein the person, any partner, corporation, or the corporation's managing agent knowingly used a licensed premises to facilitate the violation of any federal, state or local law.
  4. A person, partnership, or corporation whose place of business is managed, operated or owned by a person acting as a mere nominee in an effort to circumvent licensing requirements of this ordinance.
  5. A person, partner, corporation, or corporation's managing agent whose license to sell alcoholic beverages has ever been revoked by any licensing authority.
- o. The board of commissioners shall revoke any license of:
1. A person, partnership, or corporation wherein the person, any partner, corporation, or corporation's managing agent is convicted of a felony offense of any federal or state law, unless said person has received a full restoration of their civil and political rights by the Georgia Board of Pardons and Parole or the Federal equivalent thereof, or a person, any partner, or corporation's managing agent is

presently serving a first offender sentence pursuant to the Laws of Georgia for a felony offense.

2. A person, partnership, or corporation wherein the person, any partner, corporation, or corporation's managing agent is convicted or pleaded nolo contendere or forfeited bond for a violation of any law or ordinance pertaining to the sale of alcoholic beverages, gambling, tax offenses, or the sale or possession of controlled substances and/or dangerous drugs, or any offense wherein the premises of the licensee was knowingly used by the licensed person, any partner, corporation, or corporation's managing agent to facilitate the violation of any federal, state or local law.
  - p. The board of commissioners may revoke any license of a person, partnership, or corporation for the violation of any provision of this ordinance.
- (3) Applications for any alcoholic beverage license and renewal requests shall be made on forms furnished by the board of commissioners.
- (4) No licensee shall sell or deliver any alcoholic beverages to any person except in such licensee's place of business.
- (5) No licensee shall furnish, sell or offer for sale any alcoholic beverages, and there shall be no consumption on the premises, at any of the following times:
  - a. At any time on Christmas Day;
  - b. At any time in violation of a local ordinance or regulation or of a special order of the board of commissioners;
  - c. Within 250 feet of a polling place during the time period on any day during which any state, primary, general, local or special election is being held in the unincorporated areas of the county;
  - d. For retail package alcohol licensees, on any day before 8:00 a.m. or after 11:45 p.m.;
  - e. For retail consumption on premises licensees, on any day before 8:00 a.m. or after 1:00 a.m. on the succeeding day;
  - f. Pursuant to O.C.G.A. § 3-3-20, licensees may conduct their business on election days subject to the restrictions provided in this article.
- (6) The sale of malt beverages, wine, and distilled spirits for consumption on the premises is authorized on Sundays from **11:00 a.m.** ~~12:30 p.m.~~ until 12:00 midnight in any licensed establishment which derives at least 50 percent of its total annual gross sales from the sale of prepared meals or food in all of the combined retail outlets of the individual establishment where food is served.
- (7) Package sales of malt beverages, wine, and distilled spirits by retailers are authorized on Sundays between the hours of 12:30 p.m. until 11:30 p.m.

- (8) The business premises of the holder of a license shall be open to inspection during business hours by officers, agents, employees or officials authorized to conduct such inspections. The business premises of all licensees must comply with all applicable building, safety and fire codes.
  - (9) The making of any false statement on an application for a license under this article shall constitute grounds for revocation of such license.
  - (10) Licenses issued pursuant to this article shall be displayed prominently at all times on the premises for which such licenses were issued.
  - (11) No license shall be transferable or assignable to any person or other location. In the event that a licensed business is sold or closed, it shall be the duty of the new owner or occupant to apply for a new license.
  - (12) A license shall be valid only for the calendar year indicated thereon, and no such license may be automatically renewed. A licensee who desires to continue in business during the next year shall make a renewal request reporting all changes since the last application on or before December 31.
  - (13) No license shall be granted to any person unless such person is at least 21 years of age and has been a resident of the state for a minimum of one year prior to the filing of an application for such license. In the case of a corporate applicant, the corporation shall have been in existence in the state for a minimum of one year, or the holders of more than 80 percent of the stock shall have been such residents.
  - (14) No licensee shall knowingly, directly or through another person furnish, cause to be furnished, or permit any person in such person's employ to furnish any alcoholic beverage to any person who is under 21 years of age, or who is noticeably intoxicated, or who is of unsound mind, or who is an habitual drunkard whose intemperate habits are known to the licensee. Proper identification regarding age shall be in accordance with O.C.G.A. § 3-3-23.
  - (15) All licensees shall keep a copy of this article and appropriate state statutes and regulations on the licensed premises and shall instruct any person working there with respect to the terms hereof and all shall be familiar with the terms hereof. The licensee shall be held responsible for any acts of his employees in violation of this article or the laws of the state or the rules and regulations of the state revenue commissioner.
  - (16) The annual license fees provided for in this article shall be submitted with the application or request for renewal, and shall be paid prior to the issuance of any license.
  - (17) In addition to the annual license fees required in this article, there is hereby levied an excise tax on each licensee.
- (b) The excise tax shall be the maximum provided by state law, and as defined by the Georgia Department of Revenue. Such tax shall be paid to the board of commissioners by the wholesale distributor on all alcoholic beverages sold to licensees in the county as follows: Each wholesale distributor selling, shipping, or

in any way delivering alcoholic beverages to any licensee, shall collect the excise tax at the time of delivery and shall remit the same together with a summary of all deliveries to each licensee on or before the tenth day of the month following. Such summary shall show the amount of excise tax paid. No distributor shall sell, deliver or ship any alcoholic beverages to any person in the unincorporated limits of the county who does not hold a current applicable license from the county.

(Amend. of 2-18-2003; Ord. of 4-3-2009(2); Amend. of 11-30-2009(2); ; Amend. of 1-17-2012; Amend. of 4-17-2012(1); Ord. of [7-19-2016\(1\)](#).)

**File Attachments for Item:**

- 8. Consent Agenda
  - a. Approval of Minutes - July 21, 2020 Regular Meeting

# PUTNAM COUNTY BOARD OF COMMISSIONERS



117 Putnam Drive, Suite A ♦ Eatonton, GA 31024

## Minutes

**Tuesday, July 21, 2020 ♦ 6:30 PM**

*Putnam County Administration Building – Room 203*

The Putnam County Board of Commissioners met on Tuesday, July 21, 2020 at approximately 6:30 PM 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 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 6:30 p.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 Sharp, Seconded by Commissioner Irvin.**

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

3. Invocation

Pastor James Smith gave the invocation.

4. Pledge of Allegiance (DB)

Commissioner Brown led the Pledge of Allegiance.

**Zoning/Public Hearing**

5. Request by Sharon Pennamon for a conditional use on Glenwood Springs Road. Presently zoned AG-1. [Map 050, Parcel 002001, District 1] (staff-P&D)

Ms. Sharon Pennamon spoke in support of this request and submitted handouts. No one signed in to speak against this item.

Staff recommendation was for approval of conditional use for a community center located on Glenwood Springs Road and identified as Map 050, Parcel 002001, with the following conditions:

1. The development shall substantially comply with the submitted plans in support of the conditional use application.
2. The uses allowed under the conditional use shall be limited to those that conform with agricultural education pursuits, to include recreational and instructional uses for youth development and afterschool programming, and any other use or accessory use allowed within AG-1.
3. Subject to Section 66-157 of the Code of Ordinances, this conditional use permit shall be issued for a period of two years and will be reviewed for compliance.

**Motion to approve the request by Sharon Pennamon for a conditional use on Glenwood Springs Road [Map 050, Parcel 002001] with the following conditions:**

- 1. The development shall substantially comply with the submitted plans in support of the conditional use application.**
- 2. The uses allowed under the conditional use shall be limited to those that conform with agricultural education pursuits, to include recreational and instructional uses for youth development and afterschool programming, and any other use or accessory use allowed within AG-1.**
- 3. Subject to Section 66-157 of the Code of Ordinances, this conditional use permit shall be issued for a period of two years and will be reviewed for compliance.**

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

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

**Regular Business Meeting**

6. Public Comments

The following individuals commented on silt in the cove at East and West River Bend Drive.

Ms. Marian Buckley (submitted power point and photos), Mr. Ed Buckley, Mr. Doug Greer (submitted photos), Mr. Steve Risley (submitted power point), Mr. Bob Turner, Mr. Jim Armata, Ms. Susan Clark, Mr. Owen Kelley, Ms. Laura Buttimer, and Mr. Ralph Harrison.

Ms. Karen Henry-Garrett and Mr. Richard Garrett commented on courthouse use, the number of times it can be used, and what security is required.

Ms. Jana Stokes commented on courthouse use and police in schools.

7. Consent Agenda

- a. Approval of Minutes - July 10, 2020 Regular Meeting (staff-CC)
- b. Approval of Minutes - July 10, 2020 Budget Work Session (staff-CC)
- c. Approval of Minutes - July 13, 2020 Budget Work Session (staff-CC)

**Motion to approve the Consent Agenda.**

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

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

8. Approval of Right-of-Way Permit Application from C.A. Murren and Sons (staff-CC)

Mr. Scott Hendricks from Georgia Power explained the project and answered questions

**Motion to approve the Right-of-Way Permit Application from C.A. Murren and Sons**

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

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

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

9. Authorization for Chairman to sign 2020-2021 Contract with Eatonton-Putnam Chamber of Commerce (staff-CC)

Chamber President Roddie Anne Blackwell answered questions about the contract.

**Motion to authorize the Chairman to sign the 2020-2021 Contract with the Eatonton-Putnam Chamber of Commerce.**

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

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

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

10. Approval of Updated List of Roadways (LOR) for Speed Limits (staff-PW)

**Motion to approve the Updated List of Roadways (LOR) for Speed Limits.**

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

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

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

11. Discussion and possible action regarding the Board of Elections and Registration (BER) compensation (BW)

BER Chairman Charles Patten spoke in support of leaving board members pay the same as is, paid per month, not per meeting. BER Board Member Lorraine Webb also spoke about board member attendance at meetings.

**Motion to leave compensation for the Board of Elections and Registration as is.**

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

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

12. Discussion and possible action concerning disposition of Jimmy Davis Park (BW)  
Chairman Webster explained that Jimmy Davis Park requires a disproportionate amount of oversight and expenses compared to the other county Recreational facilities. It is believed the facility could be better utilized by the City of Eatonton.

**Motion to authorize the staff to enter into negotiations to transfer Jimmy Davis Park to the City of Eatonton.**

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

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

**Reports/Announcements**

13. County Manager Report

County Manager Van Haute reminded the board that the Leadership Putnam Class would be meeting at the Administration Building on Thursday, July 23, 2020 at 6:00 p.m. for their Government class.

14. County Attorney Report

No report.

15. Commissioner Announcements

Commissioner Irvin: none

Commissioner Brown: none

Commissioner Sharp: reminded everyone to fill out their Census

Chairman Webster: none

**Closing**

16. Adjournment

**Motion to adjourn the meeting.**

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

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

Meeting adjourned at approximately 8:20 p.m.

ATTEST:

Lynn Butterworth  
County Clerk

Billy Webster  
Chairman

**File Attachments for Item:**

9. Authorization for the Chairman to sign a letter to the Middle Georgia Regional Commission for Technical Assistance on achieving a Broadband Ready Community Designation (staff-CM)

**From:** Holly Wharton <[hwharton@mg-rc.org](mailto:hwharton@mg-rc.org)>  
**Sent:** Wednesday, July 15, 2020 4:49 PM  
**To:** Paul Van Haute <[pvanhaute@putnamcountyga.us](mailto:pvanhaute@putnamcountyga.us)>  
**Subject:** Broadband Ready Designation Info

Good afternoon Paul,

This is a follow up from our conversation yesterday regarding the Broadband Ready Community Certification. Here is some additional information.

<https://broadband.georgia.gov/broadband-community-application-information>

Here is a map which shows the unserved areas within Georgia - <https://broadband.georgia.gov/maps/gbdi-unserved-georgia>. Looking at this map, it seems like a large portion of Putnam County is unserved. However, I know that quite a bit is wooded.

Let me know if this is something that you'd like to pursue along with Eatonton. We will already be completing the comprehensive plan update for them, so y'all would only need to pass the ordinance.

Have a great evening!

Best,  
Holly Wharton

**Holly Wharton | Government Services Specialist**  
Middle Georgia Regional Commission  
478.751.6160 – office  
<https://www.middlegeorgiarc.org/>



August 7, 2020

Ms. Laura Mathis  
Executive Director  
Middle Georgia Regional Commission  
175 Emery Highway, Suite C  
Macon, GA 31217

Dear Ms. Mathis:

Putnam County requests technical assistance in achieving the designation of a Broadband Ready Community. Please contact Paul Van Haute, County Manager regarding this application.

Thank you for your assistance in this matter.

Sincerely,

Billy Webster, Chairman  
Putnam County Board of Commissioners



[\\_\(https://dca.ga.gov\)](https://dca.ga.gov)

## Georgia Broadband Deployment Initiative

[\\_\(https://broadband.georgia.gov\)](https://broadband.georgia.gov)

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### Broadband Community Application Information

Any political subdivision in Georgia pursuing improved broadband access is eligible for the Broadband Ready Community Certification. A unit may be certified as a Broadband Ready Community by:

1. Completing the online application form
2. Demonstrating compliance with the adoption of a Comprehensive Plan inclusive of the promotion of the deployment broadband services, and
3. Demonstrating compliance with the adoption of a Broadband Model Ordinance.

#### Application

[Apply here](#)

[\\_\(https://departmentofcommunityaffairs.formstack.com/forms/broadband\\_ready\\_community\\_designation\\_application\)](https://departmentofcommunityaffairs.formstack.com/forms/broadband_ready_community_designation_application)

for Broadband Ready Community Designation

*\*For the purpose of applying for a Broadband Ready Designation, a Public Subdivision is defined as a City or County.*

*\*If Designated, a Georgia Certified Broadband Ready Community has an affirmative duty to notify Georgia Department of Community Affairs of any changes to the information submitted as part of its application. Failure to notify the Georgia Department of Community Affairs of any changes may result in revocation of the Community's Broadband Ready Designation.*

#### Broadband Model Ordinance

The Department of Community Affairs has created a model ordinance to assist communities in satisfying the minimum requirements under O.C.G.A. §50-40-41.

[\\_Model Ordinance \(pdf\)\\_\(//broadband.georgia.gov/media/4/download\)](https://broadband.georgia.gov/media/4/download)

[\\_Model Ordinance \(word\)\\_\(//broadband.georgia.gov/media/5/download\)](https://broadband.georgia.gov/media/5/download)

*\*If the Georgia Department of Community Affairs receives an application inclusive of an adopted Ordinance that does not follow the Model Ordinance provided by DCA, the application will be made available for a public comment period of at least 30 days after such an application is received. O.C.G.A. §50-40-40*

## Designated Broadband Ready Communities

The following local units of government have met the necessary requirements to be certified as Broadband Ready Communities.

- [Banks County \(https://www.dca.ga.gov/newsroom/blog/banks-county-designated-georgia%E2%80%99s-second-certified-broadband-ready-community\)](https://www.dca.ga.gov/newsroom/blog/banks-county-designated-georgia%E2%80%99s-second-certified-broadband-ready-community).
- [City of Claxton \(https://www.dca.ga.gov/newsroom/blog/city-claxton%E2%80%99s-broadband-ready-designation-marks-first-multi-jurisdictional\)](https://www.dca.ga.gov/newsroom/blog/city-claxton%E2%80%99s-broadband-ready-designation-marks-first-multi-jurisdictional).
- [City of Woodbury \(https://www.dca.ga.gov/newsroom/blog/city-woodbury-recognized-state-broadband-ready-certification\)](https://www.dca.ga.gov/newsroom/blog/city-woodbury-recognized-state-broadband-ready-certification).
- [Evans County \(https://www.dca.ga.gov/newsroom/blog/evans-county-marks-georgia%E2%80%99s-fourth-community-earn-broadband-ready-designation\)](https://www.dca.ga.gov/newsroom/blog/evans-county-marks-georgia%E2%80%99s-fourth-community-earn-broadband-ready-designation).
- Lumpkin County
- [Oglethorpe County \(https://www.dca.ga.gov/newsroom/blog/oglethorpe-county-georgia%E2%80%99s-first-certified-broadband-ready-community\)](https://www.dca.ga.gov/newsroom/blog/oglethorpe-county-georgia%E2%80%99s-first-certified-broadband-ready-community).
- [City of Hiwassee \(//broadband.georgia.gov/node/346\)](https://broadband.georgia.gov/node/346).

### Central Office

60 Executive Park South, NE

Atlanta, GA 30329

[\(404\) 679-4840 \(tel:4046794840\)](tel:4046794840)

[\(800\) 359-4663 \(tel:8003594663\)](tel:8003594663)

[\(877\) 204-1194 \(tel:8772041194\) \(TDD\)](tel:8772041194)

**File Attachments for Item:**

10. Discussion and possible action regarding entering into a contract with the Morgan County Board of Commissioners to pave miscellaneous roads (1.33 miles) and be reimbursed under the terms of the estimate and contract (staff-CM)



**Putnam County Board of Commissioners  
Agenda Item Request Form**

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DATE OF MEETING REQUESTED: August 7

REQUEST BY: PVH

AGENDA ITEM: Discussion and possible action regarding entering into a contract with the Morgan Co BOC to pave misc. roads(1.33 miles) and be reimbursed under the terms of the estimate and contract.

AGENDA ITEM TYPE:

- Presentation
- Discussion
- Action\*
- Other (Please Specify) \_\_\_\_\_

\*ACTION REQUESTED: To approve the contract according to the estimate Kaiser will provide the cost estimate as Exhibit A

SUPPORTING DOCUMENTATION PROVIDED:  Yes  No

BUDGET/FUNDING INFORMATION: LMIG

FACTS AND/OR ISSUES: Several of the roads being resurfaced have small road segments that dead end in Morgan Co. and they would like to contract with us to pave/stripe them.

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**File Attachments for Item:**

11. Approval of Revised General Guidelines for use of County Property (BW)



117 Putnam Drive, Suite A ♦ Eatonton, GA 31024

## General Guidelines for use of County Property

All reservations must be made at the offices of the Putnam County Board of Commissioners, 117 Putnam Drive, Suite A, Eatonton, Georgia. A fee of \$200 per event is required, with \$100 of it being refundable if approved.

Minimum age requirement for reserving county property is 21.

State issued Driver's License or Identification Card must be presented at time of reservation.

There must be adult chaperones present for individuals under age 21.

County Property may only be used during times listed on your reservation form (this includes set-up and clean-up).

The Courthouse Lawn may **not** be used between June 15<sup>th</sup> – September 15<sup>th</sup> due to the seasonal heat and efforts to improve and maintain the lawn.

County Property may **not** be used for fundraising, unless it is for a nonprofit organization or church group.

County Property may only be used twice in a calendar year by any one individual or group.

There will be no use of the courthouse or its grounds that interferes with the normal operations of any office inside the structure, nor will any activity take place that obstructs, hinders, or disturbs any court conducting business therein, or is not in conformity or compliance with the security plan of the courthouse as defined in O.C.G.A. §15-16-10, et seq.

Rental requester agrees, in accordance with applicable laws and county policies, that there shall be no discrimination on the basis of race, national origin, religion, creed, sex (including sexual harassment and pregnancy), sexual orientation, gender identity, age, genetic information, disability, or veteran's status as to any aspect of the activities contemplated herein.

**The following is prohibited on County Property: alcohol use, fighting, firearms and explosives, weapons, illegal drugs and tobacco products, profanity, chalk (unless approved by the Sheriff and**

**County Manager), stickers, littering, glass containers, percussion instruments, amplified music, open flames including candles, tiki torches, and grills, pets (with the exception of service animals), any activity or equipment that may cause damage to the grounds.**

No charge for admission allowed at any County Property.

Individual, group, or organization using County Property agrees to assume any and all liability for any injury or loss attributable to the use of County Property and to Hold Harmless Putnam County, its Board of Commissioners, employees and agents for the same.

Political events, both partisan and non-partisan, are permitted as long as the events are open to the general public and do not promote or endorse individual candidates.

Costs for repair of any and all damages to County Property shall be charged to the person or group who is responsible for the event.

Insurance must be maintained on vehicles used for events on County Property.

Putnam County will not be responsible for articles left on premises.

All events must end by 11:00 pm on all County Property.

County Property must be left clean.

Any applicant falsifying information will have their event cancelled and no refund will be issued.

Events may be cancelled, and/or certain activity areas may be closed due to unforeseen acts of nature or other dangerous situations. The county reserves the right to add additional conditions for all events for health, safety, and/or security reasons.

In order to cancel an event and receive a full refund for the reservation, the county manager must be notified of the cancellation at least 10 business days in advance of the event.

I have read and understand these General Guidelines for use of County Property.

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_