

# PUTNAM COUNTY BOARD OF COMMISSIONERS



---

117 Putnam Drive, Suite A ♦ Eatonton, GA 31024

## Agenda

Tuesday, March 15, 2022 ♦ 6:30 PM

Putnam County Administration Building – Room 203

### Opening

1. Welcome - Call to Order
2. Approval of Agenda
3. Invocation - Pastor Jonathon Dawson
4. Pledge of Allegiance (BW)

### Regular Business Meeting

5. Public Comments
6. Consent Agenda
  - a. Approval of Minutes - March 4, 2022 Regular Meeting (staff-CC)
  - b. Approval of 2022 Alcohol Licenses (staff-CC)

### Reports/Announcements

7. County Manager Report
8. County Attorney Report
9. Commissioner Announcements

### Closing

10. 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:**

## 6. Consent Agenda

- a. Approval of Minutes - March 4, 2022 Regular Meeting (staff-CC)
- b. Approval of 2022 Alcohol Licenses (staff-CC)

# PUTNAM COUNTY BOARD OF COMMISSIONERS



117 Putnam Drive, Suite A ♦ Eatonton, GA 31024

## Minutes

Friday, March 4, 2022 ♦ 9:00 AM

Putnam County Administration Building – Room 203

The Putnam County Board of Commissioners met on Friday, March 4, 2022 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 Jeff Wooten

### *ABSENT*

- 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 page \_\_\_\_\_.)

2. Approval of Agenda

#### **Motion to approve the Agenda.**

**Motion made by Commissioner McElhenney, Seconded by Commissioner Wooten.**

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

3. Invocation - Rev. Dr. Ford G'Segner

Rev. Dr. Ford G'Segner gave the invocation.

4. Pledge of Allegiance (BW)

Chairman Webster led the Pledge of Allegiance.

Draft Minutes	Page 1 of 4	
March 4, 2022		

5. Special Presentation - 2021 Chamber of Commerce Annual Report  
 Chamber of Commerce President Maggie Milner presented the 2021 Annual Report. She also distributed copies of the Winter 2021 edition of the *Business View* magazine. The Board also congratulated Ms. Milner on her selection as part of the inaugural Georgia Titan 100 group! The Titan 100 program recognizes Georgia's Top 100 CEOs & C-level executives. They are selected as the area's most accomplished business leaders in their industry using criteria that includes demonstrating exceptional leadership, vision, and passion.  
 (Copy of presentation and magazine made a part of the minutes on minute book pages \_\_\_\_\_ to \_\_\_\_\_.)

**Regular Business Meeting**

6. Public Comments

Mr. Donald Cottrell commented that he turned 90 last month and talked about his family.

7. Consent Agenda

- a. Approval of Minutes - February 15, 2022 Regular Meeting (staff-CC)
- b. Approval of Minutes - February 25, 2022 Called Meeting (staff-CC)
- c. Approval of 2022 Alcohol Licenses (staff-CC)

**Motion to approve the Consent Agenda.**

**Motion made by Commissioner McElhenney, Seconded by Commissioner Wooten.**

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

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

8. Presentation of Audit (staff-Fin)

Mr. Pat Muse of McNair, McLemore, Middlebrooks & Co. presented the 2021 audit report. No action was taken.

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

9. Authorization for Chairman to sign Resolution for Changes to the Financial Policy and P-Card Policy (staff-Fin)

**Motion to authorize the Chairman to sign the Resolution for Changes to the Financial Policy and P-Card Policy.**

**Motion made by Commissioner Wooten, Seconded by Commissioner McElhenney.**

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

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

10. Approval of 2023 Budget and 2022 Mill Rate Schedule (staff-Fin)

**Motion to approve the 2023 Budget and 2022 Mill Rate Schedule.**

**Motion made by Commissioner McElhenney, Seconded by Commissioner Wooten.**

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

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

Draft Minutes	Page 2 of 4	
March 4, 2022		

11. Approval of LOST Mediator (BW)

A letter was received from the City of Eatonton requesting to use Mr. Denny C. Galis as the mediator for the local option sales tax revenue renegotiations.

**Motion to approve Mr. Denny C. Galis as mediator for the local option sales tax renegotiations.**

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

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

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

12. Authorization for staff to schedule a Public Hearing for proposed changes to the Putnam County Code of Ordinances - Chapter 6 (Alcoholic Beverages) and Chapter 22 (Businesses) (staff-CM & PCSO)

**Motion to authorize staff to schedule a Public Hearing for proposed changes to the Putnam County Code of Ordinances - Chapter 6 (Alcoholic Beverages) and Chapter 22 (Businesses).**

**Motion made by Commissioner McElhenney, Seconded by Commissioner Wooten.**

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

13. Approval of adding a question to the primary ballot (BW)

A letter from the Putnam County Republican Party was received requesting to add a question to the 2022 Republican Primary ballot. Chairman Webster advised that the Board of Commissioners must approve additions to the primary ballot.

**Motion to approve adding a question to the 2022 Republican Primary ballot.**

**Motion made by Commissioner McElhenney, Seconded by Commissioner Wooten.**

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

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

14. Scheduling of Upcoming Meetings (BW)

Chairman Webster advised that there are several important meetings coming up and there is a need to try to find some open dates amongst all commissioners and staff. Each individual reviewed their unavailable dates and the clerk marked them on a calendar. Once it is the reviewed, the clerk will send a list of available dates to all. No action was taken.

**Reports/Announcements**

15. County Manager Report

County Clerk Butterworth explained and demonstrated the new Text My Gov feature on the county website. This is a tool that citizens can use to report issues and make inquiries using their cell phones.

County Manager Van Haute reported the following:

- The courthouse square looked great in the Chamber's Holiday video
- The Chamber of Commerce is hosting a job fair next week at the Administration Building
- The Sheriff is working on an update to the Hazard Mitigation Plan
- Congratulations to the Finance Department for another great audit
- The traffic light at Scott Road is progressing; the underground conduit is in

- The employee medical insurance renewal numbers are good; hope to hold or decrease what we currently have; should have official numbers at the end of April; need to have it wrapped up within 2-3 weeks for enrollment
- Congratulations to Planning & Development Director Lisa Jackson for obtaining her Level 2 Certified Plan Reviewer designation

16. County Attorney Report  
No report.

17. Commissioner Announcements  
Commissioner McElhenney: thanks to the Finance Department for an excellent audit report and congratulations to Lisa

Commissioner Brown: thanks to Lisa for working hard on her latest certification; Butler Baker alumni annual banquet will be at the school this year with Rock Eagle catering on March 19 at 12pm, tickets are \$30 and all are invited

Commissioner Sharp: absent

Commissioner Wooten: thanks to the Finance Department for a great job on the audit and congratulations to Lisa; special thanks to EMS regarding an incident at his house on Monday where 911 had to be called, the ambulance was at the house within 8 minutes and in less than hour had his sister-in-law at the Medical Center in Macon.

Chairman Webster: the county received a check for \$1500 from ACCG for the health promotion and wellbeing grant; received request from a citizen to change the lights on the courthouse to yellow and blue and allow Ukraine flags on the courthouse square, this could set a big precedence and we are not able to do it due to unintended consequences

**Closing**

18. Adjournment

**Motion to adjourn the meeting.**

**Motion made by Commissioner McElhenney, Seconded by Commissioner Wooten.**

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

Meeting adjourned at approximately 10:28 a.m.

ATTEST:

Lynn Butterworth  
County Clerk

Billy Webster  
Chairman

Draft Minutes	Page 4 of 4	
March 4, 2022		



---

Office of the County Clerk  
117 Putnam Drive, Suite A ♦ Eatonton, GA 31024  
706-485-5826 (main office) ♦ 706-485-1877 (direct line) ♦ 706-923-2345 (fax)  
[lbutterworth@putnamcountyga.us](mailto:lbutterworth@putnamcountyga.us) ♦ [www.putnamcountyga.us](http://www.putnamcountyga.us)

## Approval of 2022 Alcohol Licenses

The following alcohol license applications (which are available for review in the County Clerk’s office) have been approved by the Sheriff, Fire Marshal and/or Building Inspector, and Tax Commissioner and are ready for BOC approval:

<b>Individual Name</b>	<b>Business Name</b>	<b>Address</b>	<b>License Type</b>
Scott Giacomelli	The Grill at Crooked Creek Marina	208 Crooked Creek Drive	Retail Package Sales: Malt Beverages and/or Wine and Retail Consumption on Premises: Malt Beverages and/or Wine and Distilled Spirits