

PUTNAM COUNTY BOARD OF COMMISSIONERS



117 Putnam Drive, Suite A ♦ Eatonton, GA 31024

Agenda

Friday, May 7, 2021 ♦ 9:00 AM

Putnam County Administration Building – Room 203

Opening

1. Welcome - Call to Order
2. Approval of Agenda
3. Invocation - Rev. Avis Williams
4. Pledge of Allegiance (GM)

Regular Business Meeting

5. Public Comments
6. Consent Agenda
 - a. Approval of Minutes - April 20, 2021 Regular Meeting (staff-CC)
 - b. Approval of Minutes - April 20, 2021 Executive Session (staff-CC)
 - c. Approval of Minutes - April 21, 2021 Called Meeting (staff-CC)
7. Awarding of Solicitation 21-42001-001 LMIG Asphaltic Concrete Resurfacing and Striping (staff-CM)
8. Authorization for Chairman to sign Technical Assistance Letter to the Middle Georgia Regional Commission requesting assistance with updating the Putnam County Personnel Manual (BW)
9. Discussion of Uncle Remus Golf Course Operations (staff-CM)

Reports/Announcements

10. County Manager Report
11. County Attorney Report
12. Commissioner Announcements

Closing

13. 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 - April 20, 2021 Regular Meeting (staff-CC)
- b. Approval of Minutes - April 20, 2021 Executive Session (staff-CC)
- c. Approval of Minutes - April 21, 2021 Called Meeting (staff-CC)

PUTNAM COUNTY BOARD OF COMMISSIONERS



117 Putnam Drive, Suite A ♦ Eatonton, GA 31024

Minutes

Tuesday, April 20, 2021 ♦ 6:30 PM

Putnam County Administration Building – Room 203

The Putnam County Board of Commissioners met on Tuesday, April 20, 2021 at approximately 6:30 PM 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 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 McElhenney.

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

3. Invocation - Pastor James Smith

Pastor James Smith gave the invocation.

4. Pledge of Allegiance (staff)

County Manager Van Haute led the Pledge of Allegiance.

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Regular Business Meeting

5. Public Comments

Mr. Teddy Weeks, Ms. Mary Ann Weeks, Mr. Stanley Ford, and Mr. Richard Garrett spoke against SB 202. Ms. Erin Keating commented that the county attorney should not be classified as personnel, making it not against the rules to speak about him and spoke against SB 202. Ms. Karen Henry-Garrett commented on the George Floyd justice and having no faith in the Board of Commissioners because of their support of the county attorney. Ms. Sarah Maslayak commented on the negative public relations in Georgia and spoke against SB 202.

6. Consent Agenda

- a. Approval of Minutes - April 6, 2021 Joint Called Meeting (staff-CC)
- b. Approval of Minutes - April 9, 2021 Regular Meeting (staff-CC)

Motion to approve the Consent Agenda.

Motion made by Commissioner McElhenney, Seconded by Commissioner Wooten.

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

7. Employee Insurance Presentation by NFP (staff-CM)

Mr. Johnathan Shaw from NFP introduced himself and the company and presented employee insurance renewal information. He explained how the ACCG pool works and advised that a 10% increase is expected from Anthem. No action was taken.

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

8. Approval of Proposed 2022 Budget and 2021 Mill Rate Schedule (staff-Finance)

Motion to approve the 2022 Budget and 2021 Mill Rate Schedule.

Motion made by Commissioner Sharp, Seconded by Commissioner Wooten.

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

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

9. Awarding of Solicitation 21-61801-001 for Oconee Springs Park Infrastructure and Event Center (staff-CM)

County Manager Van Haute reviewed the bids and recommended the low bidder, Renfroe Construction, at \$445,630.00.

Motion to award Solicitation 21-61801-001 for Oconee Springs Park Infrastructure and Event Center to Renfroe Construction at \$445,630.00 and authorize the Chairman to sign necessary documents.

Motion made by Commissioner Sharp, Seconded by Commissioner Wooten.

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

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

10. Authorization for Chairman to sign Closing Documents for Property on Sammons Industrial (staff-CM)

County Manager Van Haute explained that these are the final documents for the acreage on Sammons Industrial for moving the Scott Road recycling center.

Motion to authorize the Chairman to sign the Closing Documents for Property on Sammons Industrial.

Motion made by Commissioner Sharp, Seconded by Commissioner Wooten.

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

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

11. Appointments to the Lake Oconee Area Development Authority (staff-CC)

Commissioner Sharp, seconded by Commissioner Brown, nominated Scott Joris for appointment to the Lake Oconee Area Development Authority.

Commissioner Wooten, seconded by Commissioner McElhenney, nominated Shane Hill for appointment to the Lake Oconee Area Development Authority.

Commissioner Brown, seconded by Commissioner Wooten, nominated Robbie McNeill for appointment to the Lake Oconee Area Development Authority.

Chairman Webster called for the vote. Commissioner McElhenney voted for Shane Hill and Scott Joris. Commissioner Brown voted for Robbie McNeill and Scott Joris. Commissioner Sharp voted for Scott Joris and Shane Hill. Commissioner Wooten voted for Scott Joris and Shane Hill.

Mr. Scott Joris and Mr. Shane Hill were appointed to the Lake Oconee Area Development Authority with terms ending on May 1, 2026.

12. Appointment to the Putnam Development Authority (staff-CC)

Commissioner Sharp, seconded by Commissioner Brown, nominated John Wojtas for appointment to the Putnam Development Authority.

Commissioner McElhenney, seconded by Commissioner Brown, nominated Jim Fain for appointment to the Putnam Development Authority.

Chairman Webster called for the vote. Commissioner McElhenney voted for Jim Fain. Commissioner Brown voted for John Wojtas. Commissioner Sharp voted for John Wojtas. Commissioner Wooten voted for John Wojtas.

Mr. John Wojtas was appointed to the Putnam Development Authority with the term ending on May 1, 2026.

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Reports/Announcements

13. County Manager Report
No report.

14. County Attorney Report
No report.

15. Commissioner Announcements
Commissioner McElhenney: thanked the excellent Road Department for their hard work.

Commissioner Brown: reminded everyone that Public Information Officer McMullen publishes a newsletter each month and encouraged all to subscribe.

Commissioner Sharp: none

Commissioner Wooten: mentioned that John Wojtas was in the recent Leadership Class with his wife and that he was very energetic and a good choice for the Putnam Development Authority and Jim Fain would have been a good choice as well.

Chairman Webster: none

Executive Session

16. 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 Personnel.

Motion made by Commissioner McElhenney, Seconded by Commissioner Sharp.

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

Meeting closed at approximately 7:36 p.m.

17. 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 McElhenney, Seconded by Commissioner Wooten.

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

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

Meeting reopened at approximately 8:27 p.m.

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18. Action, if any, resulting from the Executive Session
County Attorney Fleming advised that two personnel matters were discussed with no action taken during the Executive Session.

Motion to raise the County Manager’s salary by \$1,000 per month, raise his annual deferred compensation by \$3,852 more, make this effective May 1, 2021, and give the authority to the Chairman to sign a new contract based upon the old one with only these changes.

Motion made by Commissioner Brown, Seconded by Commissioner Sharp.

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

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

Closing

19. Adjournment

Motion to adjourn the meeting.

Motion made by Commissioner Sharp, Seconded by Commissioner Wooten.

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

Meeting adjourned at approximately 8:29 p.m.

ATTEST:

Lynn Butterworth
County Clerk

Billy Webster
Chairman

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PUTNAM COUNTY BOARD OF COMMISSIONERS



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 ♦ www.putnamcountyga.us

The draft minutes of the April 20, 2021 Executive Session are available for Commissioner review in the Clerk's office.

PUTNAM COUNTY BOARD OF COMMISSIONERS



117 Putnam Drive, Suite A ♦ Eatonton, GA 31024

Called Meeting

Minutes

Wednesday, April 21, 2021 ♦ 10:00 AM

Putnam County Administration Building – Room 204

The Putnam County Board of Commissioners met on Wednesday, April 21, 2021 at approximately 10:00 AM in the Putnam County Administration Building, 117 Putnam Drive, Room 204, Eatonton, Georgia.

PRESENT

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

STAFF PRESENT

- County Manager Paul Van Haute
- County Clerk Lynn Butterworth
- HR Director Cynthia Miller

Opening

1. Call to Order

Chairman Webster called the meeting to order at approximately 10:02 a.m. (Copy of agenda made a part of the minutes on minute book page _____.)

2. Pledge of Allegiance (staff)

County Manager Van Haute led the Pledge of Allegiance.

Regular Business Meeting

3. Discussion and possible action on Employee Insurance Benefits (staff-CM & HR)
Mr. Johnathan Shaw from NFP joined the meeting via Zoom. He explained that there are no changes to the following insurance plans:

- Vision-Anthem
- Life & Disability-OneAmerica
- Admin America
- Aflac

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- Texas Life

For Dental, NFP recommends changing to MetLife. For Medical, NFP recommends staying with the current Anthem plan, although all of the various options were discussed.

Motion to renew employee insurance with the following: Metlife Dental, Anthem Vision, OneAmerica Life & Disability and Admin America, Aflac and Texas Life as other benefit carriers and Anthem BCBS OAP12 5000/30%/7900 C Low Plan and OAP5 5000/0%/7900 AE High Plan.

**Motion made by Commissioner McElhenney, Seconded by Commissioner Sharp.
Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Sharp, Commissioner Wooten**

Motion to maintain current employee contribution rates for the insurance plans.

Motion made by Commissioner Sharp, Seconded by Commissioner Wooten.

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

Closing

4. 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 11:20 a.m.

ATTEST:

Lynn Butterworth
County Clerk

Billy Webster
Chairman

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File Attachments for Item:

7. Awarding of Solicitation 21-42001-001 LMIG Asphaltic Concrete Resurfacing and Striping (staff-CM)



“ASPHALTIC CONCRETE RESURFACING & STRIPING”

2021 LMIG

BIDS DUE: APRIL 19, 2021; 3:00 PM

BID OPENING: APRIL 19, 2021; 3:05 PM

BIDDER	ITB FORM, BID PROPOSAL & ADDENDA ACKNOWLEDGEMENT (1 total) (yes/no)	BID BOND (yes/no)	QUALIFICATIONS SIGNATURE & CERTIFICATION (yes/no)	DISCLOSURE FORM (yes/no)	SUBCONTRACTOR LIST (yes/no)	CONTRACTOR AFFIDAVIT & AGREEMENT E-VERIFY (yes/no)	SUBCONTRACTOR AFFIDAVIT & AGREEMENT E-VERIFY (yes/no)	BID AMOUNT (2 pages – must be signed)
Garrett Paving Company	YES	YES	YES	YES	YES	YES	YES	953,325.71
Putnam Construction Co.	YES	YES	YES	YES	YES	YES	YES	1,168,373.35

Acknowledgement that bids were opened and read aloud in a public setting and that results are not final until bid tabulation and submittals are verified and approved by the Board of Commissioners:

CIS, Inc.  4/19/2021
 County Representative  4/19/2021

File Attachments for Item:

8. Authorization for Chairman to sign Technical Assistance Letter to the Middle Georgia Regional Commission requesting assistance with updating the Putnam County Personnel Manual (BW)

May 7, 2021

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 for the Human Resources Department for an update of the Putnam County Personnel Manual. Please contact Cynthia Miller, HR Director, regarding this application.

Thank you for your assistance in this matter.

Sincerely,

Billy Webster, Chairman
Putnam County Board of Commissioners