



BOARD OF COMMISSIONERS REGULAR MEETING

Tuesday, July 09, 2024 at 6:00 PM

Historic Walton County Courthouse, 111 South Broad Street, Monroe Georgia

Phone: 770-267-1301 | Fax: 770-267-1400

AGENDA

1. **PRESENTATIONS**
2. **MEETING OPENING**
 - 2.1. Pledge of Allegiance & Invocation
 - 2.2. Call to Order
 - 2.3. Roll Call
3. **ADOPTION OF AGENDA**
 - 3.1. Additions/Deletions
4. **PLANNING & DEVELOPMENT**
 - 4.1. Annexation Request - Town of Between
5. **ADMINISTRATIVE CONSENT AGENDA** / *All items listed below are voted on by the board in one motion unless otherwise specified by the Board*
 - 5.1. Approval of June 4, 2024 Meeting Minutes
 - 5.2. Contracts & Budgeted Purchases of \$25,000 or Greater
 - 5.3. Ratification of Actions taken by WCWSA on Jun 26, 2024
 - 5.4. Acceptance of land for intersection improvement - .297 acres, New Hope Church Rd. and Double Springs Rd. from Mike Breedlove
 - 5.5. Integrated Public Alert and Warning System (IPAWS) Annex - EMA
 - 5.6. Agreement Renewal - School Resource Officers - Walton Co. School District
6. **APPOINTMENTS**
 - 6.1. W. H. Stanton Memorial Library Board of Trustees
7. **DISCUSSION**
 - 7.1. County Manager's Report/Update

8. **PUBLIC COMMENT** | *3 Minute Limit Per Speaker. To speak at the meeting please follow the instructions outlined at the end of this Agenda.*
9. **ANNOUNCEMENTS**
10. **EXECUTIVE SESSION**
11. **ADJOURNMENT**

If you are an individual with a disability and require special assistance at this meeting, please contact our office at 770-267-1301 at least 48 hours prior to the meeting and arrangements will be made.

People wanting to make a Public Comment before the Board of Commissioners must complete the form at the link below and return it to the County Clerk no later than 4:00 PM the day prior to the meeting. You may email, fax, mail or deliver the form.

For more information, please contact Rhonda Hawk.



Walton County Planning and Development Department

126 Court Street, Annex 1 - Monroe, GA 30655
Office: (770) 267-1485. Fax: (770) 267-1407

June 21, 2024

To: Chairman Thompson

From: Chama Parker 
Director, Planning and Development

RE: Town of Between

Annexation Request A2024-100 dated 6-4-2024
Michael & Crystal Woelfl
12.63 acres located on Ho Hum Hollow
C0610139, C0610139DP, C061001400DP

Proposed annexation request is a 100% Annexation in accordance with O.C.G.A. § 36-36-6 and § 36-36-9.

The current county zoning designation is A-1. The comprehensive land use map designation is Neighborhood Residential.

The proposed zoning classification is R1 for a private residential subdivision of 6 - 7 lots.



TOWN OF BETWEEN GEORGIA

1926 New Hope Church Road

PO Box 46

Monroe Georgia 30655

townofbetweenga.com

June 4, 2024

Walton County Board of Commissioners

111 South Broad Street

Monroe, Georgia 30655

Re: #A2024-100

Parcels: C0610139, C0610139D00 and C06101400DP (12.63 acres)

2631 and 2651 Ho Hum Hollow Road

Monroe, Georgia 30655

Dear Commissioners:

Please be advised that the Mayor and Council of the Town of Between, Georgia, by authority vested in the Mayor and Council of the Town of Between, Georgia by Article 2 of Chapter 36, Title 36, O.C.G.A., has accepted applications to annex the property hereinafter described.

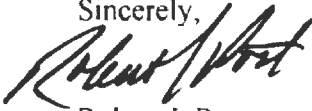
This letter has been sent to you by certified mail, return receipt requested, within five (5) business days of acceptance of an application for annexation, a petition for annexation, or upon the adoption of a resolution for annexation by the Town of Between, in accordance with O.C.G.A. 36-36-6, O.C.G.A. §36-36-9, and O.C.G.A. §36-36-111

Enclosed is a copy of Annexation Application (A2024-100) for approximately 12.63 acres, Map & Parcel C0610139, C0610139D00 and C06101400DP located at 2631 and 2651 Ho Hum Hollow Road, Monroe, Georgia 30655. The property owners are Michael and Crystal Woelfl. The current zoning is A1.

Pursuant to O.C.G.A. §36-36-7 and O.C.G.A. §36-36-9, you must notify the governing authority of the Town of Between, in writing and by certified mail or statutory overnight delivery, return receipt requested, of any county facilities or property located within the boundaries of the area to be annexed, within five (5) business days of receipt of this letter. Further, pursuant to O.C.G.A. § 36-36-113 you must notify the governing authority of the Town of Between, in writing and by certified mail or statutory overnight delivery, return receipt requested of any objection to the

annexation. Said objection must be received by the governing authority of the Town of Between not later than the end of the thirtieth calendar day following receipt of this notice.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert J. Post". The signature is written in a cursive style with a large initial "R".

Robert J. Post
Mayor
Town of Between

Enclosures

RJP

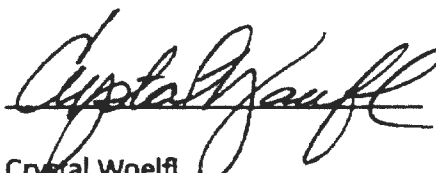
May 20, 2024

To Who It May Concern –

My name is Michael Woelfl. My wife Crystal and I own three properties in Walton County that have the property IDs of C0610139, C0610139D00 and C06101400DP (for a more detailed description of properties see attached pages). These three properties are adjacent to the city of Between. We have a desire and request to annex these three properties into the city limits of Between.

Thank you for this consideration.


Michael Woelfl


Crystal Woelfl

RECEIVED
6/3/24





TOWN OF BETWEEN GEORGIA
1926 New Hope Church Road
PO Box 46
Monroe Georgia 30655
townofbetweenga.com

REQUEST FOR ANNEXATION

A PETITION TO ANNEX PROPERTY INTO THE TOWN OF BETWEEN, GEORGIA

APPLICANT INFORMATION

NAME: MICHAEL & CRYSTAL WOELFL
ADDRESS: 2651 Ho Hum Hollow Rd.
CITY: Monroe
STATE: GA ZIP CODE: 30655
PHONE: 770-653-0624 EMAIL: mwoelfl22@gmail.com

PROPERTY OWNER INFORMATION*

*(Attach additional pages if necessary to list all owners)

NAME: SAME AS ABOVE
ADDRESS: _____
CITY: _____
STATE: _____ ZIP CODE: _____
PHONE: _____ EMAIL: _____

Applicant is: Property Owner Contract Purchaser _____ Agent _____ Attorney _____

CONTACT PERSON: Michael Woelfl PHONE: 770-653-0624
EMAIL: mwoelfl22@gmail.com FAX: _____

Application # A 2024-100

RECEIVED
6/3/24

APPLICANT'S CERTIFICATION

The undersigned hereby certifies that they are authorized by the property owner(s) to make application and that all information contained herein is complete and accurate, to the best of their knowledge.

[Signature] 5/30/24
Applicant's Signature Date

Michael Wauer & Crystin Wauer
Print Name and Title

Sworn to and subscribed before me this 30th day of May, 2024.

(Seal) [Signature]
Signature of Notary Public



PROPERTY OWNER'S CERTIFICATION

(Complete a separate form for each owner)

The undersigned hereby certifies that they are: (check all that applies)

- A. the owner of record of property contained in this application, and/or
- B. _____ the Chief Executive of a corporation or other business entity with ownership interest in the property and is duly authorized to make this application, and

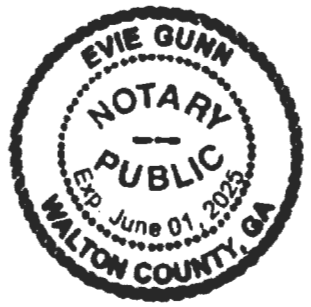
that all information contained in this application is complete and accurate to the best of their knowledge.

[Signature] 5/30/2024
Owner's Signature Date

Michael Wauer & Crystin Wauer - OWNER
Print Name and Title

Sworn to and subscribed before me this 30th day of May, 2024.

(Seal) [Signature]
Signature of Notary Public





June 4, 2024

The Walton County Board of Commissioners held its regular monthly meeting on Tuesday, June 4, 2024 at 6:00 p.m. at the Historic Walton County Courthouse. Those participating in the meeting included Chairman David Thompson, Commissioners Bo Warren, Mark Banks, Timmy Shelnett, Lee Bradford, Jeremy Adams and Kirklyn Dixon, County Clerk Rhonda Hawk, County Manager John Ward, Finance Director Milton Cronheim, EMA Director Carl Morrow and County Attorney Chip Ferguson. A list of employees and citizens in attendance at the meeting is on file in the auxiliary file under this meeting date.

MEETING OPENING

Chairman Thompson called the meeting to order at 6:11 p.m. and led the Pledge of Allegiance. Commissioner Shelnett gave the invocation.

ADOPTION OF AGENDA

Motion: Commissioner Dixon made a motion, seconded by Commissioner Shelnett to adopt the agenda. All voted in favor.

PLANNING COMMISSION RECOMMENDATIONS

Planning Director Charna Parker presented the Planning Commission recommendations.

Approval with Conditions - LU24010014 & Z24010015 - Land Use Change from Conservation to Hwy. Corridor and rezone 9.11 acres from A1 to M1 for climate controlled self-storage and office warehouse - Applicant: David A. Carruth/Owner: AHC Bentley Bold LLC - Property located at Hwy. 81 & 4742 Bentley Rd./Map/Parcel C070050 - District 5

Conditions: 1) All area developed for self-storage shall be fenced with a minimum of 6" vinyl coated chain link fence and landscape shrubs or evergreen trees shall be established along the side fronting Bentley Road and the rear where adjoining the residual Carruth property; 2) Gated access to the self-storage shall limit access from 7:00 a.m. until 10:00 p.m., 7 days a week; 3) All exterior lighting shall be directed downward; 4) Office-Warehouse areas shall be limited in hours of operation from 7:00 a.m. until 10:00 p.m., 7 days a week and no retail shall be allowed; 5) The sides of the office-warehouse fronting Hwy. 81 and Bentley road shall have a blend of brick or rock facade; 6) There shall be a traffic study conducted to determine the possible improvement of the turn radius on Bentley Road at the intersection of Hwy. 81; 7) Every effort shall be made to establish an entrance with right turn in and out only on Hwy. 81 located at a point most closely located to the property at 7973 Hwy. 81 (Vallus solar Farm). Also, an entry shall be established on Bentley Road with a decel and accel lane and located at the furthest point possible from the intersection of Bentley Road and Hwy. 81.

Chairman Thompson opened the public hearing on the matter. Applicant Kris Rosendahl and David Carruth spoke in favor. Mr. Rosendahl stated that GDOT recommended widening the aprons on Bentley Road but would give no approval for an entrance from Hwy. 81. Bill Duval

and Dave Martin also spoke in favor. Steve Phillips, Megan Linebaugh and Suzanne Phillips spoke in opposition citing concerns of the industrialization of the community and safety issues. Chairman Thompson closed the public hearing on the matter.

Motion: *Commissioner Adams made a motion to approve the rezone per the Planning Commission recommendations and to follow-up with GDOT to confirm there would be no access from Bentley Road and to explore options to upgrade Bentley Road. Commissioner Shelnett seconded the motion. Commissioner Dixon asked that Trisha Garmon be allowed to speak. Ms. Garmon commented on the many wrecks and the need for safety improvements at the intersection. All voted in favor of the motion with Commissioner Warren opposing the motion. The motion carried.*

Denial of Z124020015 - Rezone 4.80 acres from A2 to B2 for resale - Applicant: Craig Hayes/Owner: 2424 Hwy. 278 LLC - Property located at 2424 Hwy. 278 & 2404 Hwy. 278/Map/Parcel C1580020 & 21 - District 4 (Owner is requesting withdrawal)

Motion: *Commissioner Bradford made a motion to accept the request for withdrawal. Commissioner Warren seconded the motion; voted and carried unanimously.*

Approval of Z24020017 - Rezone 17.00 acres from A1 to A for beef cattle business - Applicants/Owners: William & Gina Hockaday - Property located at 26 Social Circle Fairplay Rd., Social Circle, Fairplay Rd. & Pannell Rd./Map/Parcels C1850043 & 41A - District 4

Chairman Thompson opened the public hearing on the matter. Applicants William and Gina Hockaday spoke in favor of the rezone. There was no opposition present. Chairman Thompson closed the public hearing.

Motion: *Commissioner Warren made a motion, seconded by Commissioner Banks to approve the rezone. All voted in favor.*

Denial of Z24030001 - Rezone 2.24 acres from B2 to M1 for portable concrete plant - Applicant: Norman L Kennebrew/Owner: Phillip Ozburn - Property located at 2435 Hwy. 278 & Hwy. 278/Map/Parcels C1580075D00 & 75H00 - District 4

Chairman Thompson opened the public hearing on the matter. There was no one present to speak in favor of the rezone. Matthew Bray and Megan Linebaugh spoke in opposition citing heavy truck traffic, site distance, lighting, noise and overall safety issues. Chairman Thompson closed the public hearing.

Motion: *Commissioner Bradford made a motion to uphold the Planning Commission recommendation and deny the rezone request. Commissioner Adams seconded the motion and all voted in favor.*

PLANNING & DEVELOPMENT

Annexation Request - City of Loganville - 60.213 acres located on Hwy. 20 and Tuck Road

Motion: Commissioner Banks made a motion seconded by Commissioner Shelnut to approve the annexation request. All voted in favor.

Adoption Resolution - Capital Improvements Element Annual Update

Planning Director Charna Parker presented a Resolution for adopting the Capital Improvement Element Annual Update. Chairman Thompson opened a public hearing on the matter. There was no one present to speak. Chairman Thompson closed the public hearing.

Motion: Commissioner Adams made a motion to adopt the Resolution. Commissioner Shelnut seconded the motion; voted and carried unanimously.

ADMINISTRATIVE CONSENT AGENDA

- 1. Approval of May 7, 2024 Meeting Minutes
- 2. Contracts & Budgeted Purchases of \$25000 or Greater
- 3. Bullet Proof Vest Grant Application – Sheriff’s Office
- 4. Agreement - Department of the Navy - Lease of Night Vision Equipment - Sheriff’s Office
- 5. Amendment to Inmate Medical Agreement - Correct Health
- 6. Contract for Services - Alcovy Leadership and Character Development Program, LLC - Juvenile Court
- 7. Walton County Water - 2024 Water Charge Offs
- 8. Approval of Uncollectable Property - Tax Commissioner
- 9. DebtBook Software Agreement – Renewal
- 10. WEMC Lighting Agreement - Hwy. 81 and Ozora Church Road
- 11. IGA Amendment - Loganville Library

Motion: Commissioner Dixon made a motion, seconded by Commissioner Shelnut, to approve the Administrative Consent Agenda. All voted in favor.

RESOLUTIONS

Walton Co. Commodities Point of Distribution Plan (CPOD) – EMA

EMA Director Carl Morrow presented the plan.

Motion: Commissioner Adams made a motion seconded by Commissioner Bradford to approve the Walton Co. Commodities Point of Distribution Plan. All voted in favor.

Finance Director Milton Cronheim presented the following Resolutions:

FY24 Budget Amendments and Project Length Budgets

Motion: Commissioner Warren made a motion to approve the FY24 Budget Amendments and Project Length Budgets for the Grubbs property, Felker Park Surveillance System, Livestock Barn,

Public Works resurfacing for 2024 and additional LMIG and SPLOST resurfacing projects. Commissioner Dixon seconded the motion; voted and carried unanimously.

Authorizing Chairman to amend the FY24 Budget as part of the fiscal year closing process.

Motion: *Commissioner Adams made a motion seconded by Commissioner Banks to authorize the Chairman to amend the FY24 Budget as part of the fiscal year closing process. All voted in favor.*

Adoption of FY25 Budget

Motion: *Commissioner Shelnutt made a motion to adopt the FY25 Budget. Commissioner Warren seconded the motion; voted and carried unanimously.*

DISCUSSION

County Manager's Report/Update

County Manager John Ward gave an update and report on county matters to the Board.

EXECUTIVE SESSION

Motion: *At 7:38 p.m., Commissioner Adams made a motion to enter into Executive Session to discuss real estate matters. Commissioner Warren seconded the motion and all voted in favor.*

Motion: At 7:49 p.m., Commissioner Shelnutt made a motion, seconded by Commissioner Dixon to return to regular session. All voted in favor. There were no votes taken in Executive Session.

ADJOURNMENT

Motion: *Commissioner Adams made a motion, seconded by Commissioner Bradford, to adjourn the meeting. The motion carried and the meeting was adjourned at 7:50 p.m.*

All documents of record for this meeting are on file in either the addendum book or auxiliary file under this meeting date.

DAVID G. THOMPSON, CHAIRMAN

RHONDA HAWK, COUNTY CLERK

Walton County Board of Commissioners
Purchases \$25,000.00
Meeting

July 9, 2024

Item 5.2.

Department	Fund	Description	Payee	Amount
Budget Year FY 24 & FY25				

	100	Add Funds to New Postage Machine- <i>For the Record</i>	CMRS-FP	\$ 30,000.00
	100	Premium for July 2024 - <i>For the Record</i>	One America	\$ 36,305.16
Various		Replenish Funds in Workers Comp Trust- <i>For the Record</i>	Walton Co. Workers Comp Trust	\$ 34,238.00
Various		Replenish Funds in Health Benefits- <i>For the Record</i>	Walton Co. Health Benefits Trust	\$ 500,000.00
Various		FY25 Insurance-Liability	ACCG-IRMA #0375	\$1,225,199.00

Elections

1401	100	Election Day/Temp Payroll 05/21/2024	Chase Professionals	\$ 66,098.99
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Law

1530	100	General Legal Fees, Lexis Legal Research May 2024- <i>For the Record</i>	Atkinson Ferguson	\$ 26,250.54
1530	100	General Legal Fees, Lexis Legal Research June 2024- <i>For the Record</i>	Atkinson Ferguson	\$ 26,307.53

IT

1535	100	Annual Maintenance Fee Finance Plus 5.2 Cloud- <i>For the Record</i>	Superion LLC a Central Square Company	\$ 39,009.99
1535	100	Google Workspace Enterprise Standard	SHI International, Corp	\$ 137,514.00

Human Resources

1540	100	Review/Update County Compensation and Classification System	Condrey & Associates, Inc	\$ 42,500.00
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Jail

Department	Fund	Description	Payee	Amount
	3325 100	Inmate Medical July 2024- For the Record	Correct Health	\$ 184,305.01
	3325 100	Specialty care overage inmate medical	Correct Health	\$ 39,594.93
	3325 100	Housed Out Inmates-May 2024	Barrow County BOC	\$ 59,510.00
	3325 100	Housed Out Inmates-May 2024	Washington County BOC	\$ 38,720.00
	3325 100	Inmate Meals- May 2024	Kimble's Food By Design,INC.	\$ 74,759.25
Fire Dept				
	3520.270 270	Fire Computer Program	Locality Media Inc	\$ 64,150.00
	3520.270 270	PSGQ23996-E Lion Custom Turnout Coat, Pants, Escape Belt	Nafeco, Inc	\$ 25,260.00
Splost 2013				
	3325.13 322	Construction Cost- For the Record	Comprehensive Program Services	\$ 60,000.00
	3325.13 322	Construction Cost- For the Record	Comprehensive Program Services	\$ 60,000.00
	3325.13 322	Temp Construction Road- For the Record	ER Snell Contractor, Inc	\$ 603,365.77
	3325.13 322	Jail Access Road- For the Record	Precision Planning Inc	\$ 25,450.78
Animal Control				
	3910 100	Aquamation Machine	Bio Response Solutions, Inc	\$ 114,700.00
Public Works				
	4220 100	Cold Patching Various Roads, Asphalt 9.5mm	ER Snell Contractor, Inc	\$ 109,700.00
	4220 100	GAB Crusher Run Driveways & Mailboxes	Heidelberg Materials Southeast Agg	\$ 42,000.00
	4220 100	Stock-Washed 57's	Heidelberg Materials Southeast Agg	\$ 27,750.00
	4220 100	APX 900 800MHZ Model 2 Portable Radios (20)	Motorola	\$ 66,595.80
Public Works-Unpaved Roads				

Department	Fund	Description	Payee	Amount
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4222	100	GAB Crusher Run Various County Roads	Heidelberg Materials Southeast Agg	\$ 63,000.00
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4222	100	Liquid Calcium Chloride, Dust Control-Variou County Roads	Southeastern Road Treatment	\$ 75,000.00
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Parks & Rec

6130	100	DOL Baseballs (12), DBX Practice Baseballs (12), Diamond Softballs 11"(12), Diamond Softballs 12"(12, Champro Safety Tee Bats (12)	TSC Team Sports	\$ 34,335.00
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6130	100	Cheer Uniform Package (Vest, Skirt, Boyshorts, Back Pack, and Poms) (400)	Krown Sports	\$ 32,000.00
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Roads & Bridges-Splost 2019

4220.19	100	Nunnally Farm Rd 2024 Splost Paving Project, Youth Monroe Rd to City of Between Asphalt Type 9.5mm Type 2 w/Lime	ER Snell Contracor, Inc	\$ 29,578.50
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4220.19	100	Pleasant Valley Rd 2024 LMIG Paving Project, Asphalt 9.5mm Type 2 w/Lime, Asphalt OGI 1"	ER Snell Contracor, Inc	\$ 328,086.00
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4220.19	100	New Horizon Dr 2024 Splost Paving Project Asphalt 9.5mm Type 2 w/Lime	ER Snell Contracor, Inc	\$ 121,131.00
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4220.19	100	Adams Way 2024 LMIG Paving Project Aphalt Type 9.5mm Type 1, Asphalt 9.5mm Type 2	ER Snell Contracor, Inc	\$ 45,032.50
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4220.19	100	Miller Bottom Rd 2024 LMIG Paving Project, Asphalt 9.5mm Type 2 w/Lime, Asphalt OGI 1"	ER Snell Contracor, Inc	\$ 401,164.75
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4220.19	100	Kraddle Kreek Dr, 2024 LMIG Paving Project, Asphalt 9.5mm Type 2 w/Lime	ER Snell Contracor, Inc	\$ 62,593.00
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4220.19	100	Sunset Ct, 2024 LMIG Paving Project, Asphalt 9.55mm Type 2 w/Lime	ER Snell Contracor, Inc	\$ 27,394.55
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Water

4446	507	Water and Testing -May 2024 - For the Record	Cornish Creek Water Fund	\$ 211,100.00
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Department	Fund	Description	Payee	Amount
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Public Safety Complex

3325.22	315	Public Safety Complex- For the Record	McCarthy Barnsley II	\$ 9,930,532.24
3325.22	315	Public Safety Complex- For the Record	Precision Planning Inc	\$ 48,104.16
3325.22	315	Public Safety Complex- For the Record	Precision Planning Inc	\$ 59,440.89

The Grove 2023

6220.23	338	Design Costs- For the Record	LOSE Design	\$ 20,000.00
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HLC Water Treatment Facility

504		Professional Engineering - For the Record	Archer Western Construction	\$ 14,550.00
504		Water Treatment Facility Monthly Fees- For the Record	Atkinson Ferguson LLC	\$ 52.50
504		Professional Engineering - For the Record	Engineering Strategies Inc	\$ 13,262.00
504		Professional Engineering - For the Record	Jacob's Engineering	\$ 325,962.54
504		HLC Management- For the Record	Precision Planning	\$ 17,858.33

Hard Labor Creek

4405	508	HLC O&M Fees- For the Record	Atkinson Ferguson LLC	\$ 230.00
4405	508	HLC O&M Fees- For the Record	Groundsmen LLC	\$ 8,475.00
4405	508	HLC O&M Fees- For the Record	Precision Planning Inc	\$ 1,612.50
	508	HLC Apalachee River Intake- For the Record	Atkinson Ferguson LLC	\$ 262.50
	508	HLC Management- For the Record	Precision Planning	\$2,563.78

\$15,602,606.49

Summary of Actions Taken at June 26, 2024
Meeting of the Walton County Water and Sewerage Authority

- Consider Adoption of Meeting Agenda – **APPROVED**
- WCWSA Review/Approval of March 21, 2024 Meeting Minutes – **APPROVED**
- Authorization for Precision Planning, Inc. to prepare and submit a GEFA Loan Application in an amount not to exceed \$25,000,000.00, for additional project costs and inflationary expenses – **APPROVED**
- Award contract for Property Appraisal Services to BM&K, Inc. in the low bid amount of \$1,450 per parcel – **APPROVED**
- Award contract for Land Acquisition Services to BM&K, Inc. in the low bid amount of \$1,550 per parcel, and \$200/hour for expert testimony in condemnation proceedings, if required – **APPROVED**
- Authorize the Hard Labor Creek Executive Committee to review and award the contract for dam site trapping services based on proposals received on June 28, 2024 – **APPROVED**
- Authorize Jud Turner to provide GaEPD permitting support services at a cost not to exceed \$5,000.00 – **APPROVED**

Walton County Department Agenda Request

Department Name: **EMA**

Department Head/Representative: **Carl Morrow**

Meeting Date Request: **July 2nd 2024**

Has this topic been discussed at past meetings? **No**

If so, When? **N/A**

TOPIC: **IPAWS Annex**

Wording For Agenda: **Integrated Pulic Alert and Warning System**

This Request: Informational Purposes Only Needs Action by Commissioners* **Yes**

*What action are you seeking from the Commissioners? **Aproval**

Department Comments/Recommendation: **Need this annex aproved to continue with IPAWS alerting authority**

Additional Documentation Attached? **Yes**

Is review of this request or accompanying documentation by the County Attorney required? **Yes**

If so, has a copy of the documentation been forwarded to County Attorney? **Yes**

Date forwarded to County Attorney: **June 11th 2024**

Has the County Attorney review been completed? **Yes**

If this request involves the expenditure of county funds, please answer the following:

Approved in current budget? **N/A**

Budget information attached? **N/A**

Comments: **No Funds needed**

Purchasing Department Comments:

County Attorney Comments:

Chairman's Comments:

**WALTON COUNTY
EMERGENCY MANAGEMENT**

**INTEGRATED PUBLIC ALERT
AND WARNING SYSTEM
(IPAWS) ANNEX**

Executive Summary

In times of crisis, the people of Walton County continually demonstrate resilience. Timely and effective emergency alert and warning messages can add to that resilience by providing information that citizens can use to make informed decisions and take action to save lives and reduce property losses, effectively reducing the impact of disaster and speeding community recovery. Effective alerts and warnings can help prevent hazards from becoming disasters.

Walton County Emergency Management strives to improve public safety through the rapid dissemination of emergency messages to as many people as possible over as many communication devices as possible before, during, and after a disaster. To accomplish this, Walton County has adopted the Integrated Public Alert and Warning System (IPAWS) to augment existing public alert and warning technologies. The purpose of the Walton County Integrated Public Alert and Warning System (IPAWS) Annex” is to formalize Walton County processes for communicating with the general public during local and state disasters or emergencies.

IPAWS integrates new and existing public alert and warning systems and technologies to provide state and local alert and warning authorities a range of capabilities and dissemination channels, thereby increasing the likelihood that a given message will reach people in an affected area. IPAWS provides state, local, territorial, and tribal governments with the capability to integrate their alert and warning systems with the national alert and warning infrastructure. Walton County continues to leverage IPAWS’ capabilities to expand the delivery of alert and warning information, increase resilience of local systems, and support protection, prevention, mitigation, response, and recovery efforts.

The “Walton County IPAWS Annex” details the roles and responsibilities of alerting authorities and public safety officials at the state, local, and federal level. It also documents the criteria for issuing public alerts and warnings, types of alerts and warnings, governance, training, and technical requirements for activating alerts. This Plan also addresses best practices for writing effective alert and warning messages, alerting technology, system security and testing, and public education to ensure the citizens and visitors of Walton County understand how to access, use, and respond to information from public safety officials.

Letter from the Walton County Emergency Management Director

The citizens and visitors of Walton County are the foundation of all our partnerships and the primary reason we work to integrate an effective, reliable, flexible, and comprehensive public alert and warning system. In times of crisis, Walton County continually demonstrates resilience. Therefore, it is essential that we keep the public informed with real-time, up-to-date information to allow them to take the necessary actions to ensure their safety and minimize damage to property.

The Integrated Public Alert and Warning System (IPAWS) is designed to improve public safety through the rapid dissemination of emergency messages to as many people as possible over as many communications devices as possible. To accomplish this, Walton County has adopted and implemented IPAWS to serve as a complementary alerting system and ensure alert and warning infrastructure in Walton County is resilient, so that no matter what the crisis, the public will receive life-saving information. IPAWS will not replace our current Civic Ready Emergency Notification and Weather Warning System.

Effective this date, the "Walton County IPAWS Annex" is hereby approved.

David Thompson	Chairman	Walton County BOC
Print Name	Title	Organization

Signature	Date
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Record of Changes

All changes are to be annotated on the master copy of the “Walton County Integrated Public Alert and Warning System (IPAWS) Annex”. Should the change be significant in nature, updates shall be made to applicable web pages. If not, changes will be reviewed and incorporated into the Annex during the next scheduled update.

This Annex shall be maintained and kept current by all parties on the following schedule:

- Updates can occur at any time based upon the change of state or federal guidance.
- A cursory review of the Annex will be performed on an annual basis. Changes will be annotated on the Record of Change sheet.

The review and revision of procedures will follow critiques of actual emergency or disaster operations and/or exercises where deficiencies were noted.

Date Posted	Change	Page / Paragraph / Line	Recommending Agency / Individual

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Purpose

This document provides policy and procedures agreed upon by Walton County Emergency Management and will permit authorized users to issue emergency information, instructions, and warnings to the general public of Walton County by activating the alert and warning systems within Walton County.

Authority

Authoritative information for this plan is garnered from the following policies and legislations:

- {Integrated Public Alert and Warning System (IPAWS) in Georgia, Georgia Emergency Management Agency and Office of Homeland Security, dated July 12, 2012.
- Georgia Emergency Management Act of 1981, Ga. Code §38-3-1 *et seq.*, Georgia Code Title 38 - Military, Emergency Management, And Veterans Affairs, Chapter 3 - Emergency Management. Articles 1 through 3 of this chapter may be cited as the 'Georgia Emergency Management Act of 1981.'
- State of Georgia Emergency Alert System (EAS) Plan, dated February 21, 2013.
- Georgia Emergency Operations Plan 2013
- Presidential Memorandum, "Emergency Alert System Statement of Requirements", September 15, 1995;
- Executive Order 13407, Public Alert and Warning System, June 26, 2006
- Warning, Alert, and Response Network (WARN) Act, October 13, 2006
- National Security Presidential Directive- 51(NSPD-51)/Homeland Security Presidential Directive-20 (HSPD-20), "National Continuity Policy", May 9, 2007
- National Incident Management System, December 2008
- Presidential Policy Directive/PPD-21 "Critical Infrastructure Security and Resilience", February 12, 2013¹.
- Executive Order "Improving Critical Infrastructure Cybersecurity", February 12, 2013
- National Preparedness Report, March 2013
- National Response Framework, Second Edition, May 2013

1 Presidential Policy Directive/PPD-21, Implementation of the Directive (6); PPD-21 "revokes Homeland Security Presidential Directive/HSPD-7, Critical Infrastructure Identification, Prioritization, and Protection, issued December 17, 2003. Plans developed pursuant to HSPD-7 shall remain in effect until specifically revoked or superseded.

Integrating Public Alert and Warning Systems

Walton County has adopted and implemented the Integrated Public Alert and Warning System (IPAWS), which facilitates rapid and reliable delivery of alert and warning information over multiple communication pathways before, during, and after an emergency in the preservation of life and property. Walton County incorporates IPAWS into the county's existing structure through a Memorandum of Agreement (MOA), which governs the relationship between the county and state-level Collaborative Operating Groups (COGs) and FEMA. IPAWS provides Walton County with the capability to integrate alert and warning systems with the national alert and warning infrastructure. Consequently, IPAWS increases the capability and options available to state and local officials by which life-saving information can be distributed during a crisis.

Walton County authorities have chosen to use IPAWS and integrate local alerting and emergency response systems that use Common Alerting Protocol (CAP) standards with the IPAWS infrastructure. Beginning in 2011, the initial IPAWS capabilities were deployed providing public safety authorities at all levels of government with integrated access to send alerts through EAS, Wireless Emergency Alerts (WEA), NOAA Weather Radio All Hazards, internet applications, sirens, road signs, and other unique local technologies, as well as being able to seamlessly incorporate emerging and future alerting channels and communications technologies.

Walton County may provide public safety officials with resources to assist them as they adopt CAP, incorporate IPAWS, and ensure their communities understand how to access, use, and respond to public alert and warning information. New alert and warning technologies, particularly alerts to personal cellphones, will only be effective if the public understands the avenues over which alerts are delivered and trusts the emergency messages being sent. Local public safety officials strive to ensure emergency communication plans and tools incorporate the latest technologies, can be leveraged to strengthen communication infrastructure, enhance information sharing and situational awareness, and provide the public with critical information.

Roles and Responsibilities

Local

All disasters and emergencies are locally oriented. While first responders are gearing up to respond to the initial aftereffects of an incident, it is an inherent responsibility of local officials to keep the public informed of what actions the public needs to take to protect themselves. These could include evacuation orders, location of points of distribution (for food, water, medicine, etc.), move to higher ground, shelter in place guidance, take cover, etc. Communicating these instructions to the public is the primary purpose of IPAWS. Because local officials have a better understanding of the situation, the immediate actions that are being taken, and potential adverse impacts of the incident, it is incumbent upon these officials to rapidly and effectively communicate to the public what is going on and what needs to be done.

State of Georgia

Recognizing that all disasters are local, the primary responsibility of the state will be to facilitate the implementation of IPAWS into the emergency notification network. In the case of a catastrophic local, state, or regionally-defined event, the state will provide a resilient and comprehensive alert and notification capability.

- GEMA will be designated the COG point of contact as per the signed Memorandum of Agreement (MOA) with FEMA.
- GEMA will form a working group comprised of applicable statewide stakeholders to bring together the necessary technical and operational expertise from the private sector, non-profits, local jurisdictions, state agencies, and the federal government with the goal of defining policy and procedures leading to the implementation of IPAWS across the state.
- GEMA will sign all COGs for all local and State Agency Alerting Authorities.
- GEMA will conduct coordinated periodic tests of the system to ensure functionality of equipment and the network.
- GEMA will provide a backup capability for local jurisdictions' alerting authorities to issue emergency broadcasts and/or wireless on behalf of the local jurisdiction, as deemed appropriate.

In order to successfully accomplish this task, local jurisdictions will have a structure in place to provide for rapid alert and warning. Many of the tasks leading to this structure will include:

- Designating in writing, in accordance with jurisdictional procedures, no fewer than three individuals who will be the jurisdiction's alerting authorities for issuing emergency broadcasts with IPAWS following their successful completion of IS-247.A "Integrated Public Alert and Warning System (IPAWS)" course.
- Incorporating IPAWS into existing and future response plans and procedures as well as training and exercise events.

COGs will maintain a list of all individuals who have successfully completed the IS-247.A course and other required courses as directed by federal and state guidance. A list is included in Appendix C and will be updated on an annual basis by Walton County Emergency Management.

Immediately after alert dissemination, a copy of the alert must be transmitted to the State Warning Point by emailing commo@gema.ga.gov, and the State Warning Officer at IPAWS@gema.ga.gov.

Federal

FEMA is the lead federal agency for IPAWS coordination and implementation. FEMA ensures that the system is maintained and is operational to achieve the following:

- Build and maintain an effective, reliable, integrated, flexible, and comprehensive alert and warning system.

- Enable federal, state, territorial, tribal, and local alert and warning emergency communication officials to access multiple broadcast and other communications pathways for the purpose of creating and activating alert and warning messages related to hazards impacting public safety and well-being.
- Reach the American people before, during, and after a disaster through as many means as possible.
- Diversify and modernize the EAS.
- Create an interoperability framework by establishing or adopting standards such as CAP.
- Enable alert and warning to those with disabilities and others with access and functional needs and to those without an understanding of the English language.
- Partner with NOAA for seamless integration of message transmission through national networks.
- Receive and authenticate alert messages, then simultaneously deliver to all IPAWS-compliant public alerting systems.
- Continue to engage the media, internet service providers, unique and local alerting system providers as well as future alert technology developers on the implementation of IPAWS.
- Ensure the required Emergency Management Institute (EMI) courses are available and updated periodically.

Authorized Use of IPAWS

IPAWS may be used to alert the public to events that pose a significant threat to life and/or property. IPAWS is a public emergency warning system, NOT a public notification system. Presidential Messages are issued by the President of the United States. AMBER Alerts are issued by the National Center for Missing and Exploited Children (NCMEC) in consultation with state AMBER coordinators. Critical weather warnings (e.g. tornados, flash floods, hurricanes, blizzards or ice storms, and dust storms) are issued by NWS.

Alerts issued by an authorized public safety agency using IPAWS may be disseminated to broadcast media (EAS), weather radios (non-weather emergency messages, or NWEM), cellphones and other mobile devices via Wireless Emergency Alerts (WEA), internet services, road signs, sirens, etc. Some alerts may be selected to broadcast to one alerting technology, while other alerts may be selected to go to numerous alerting technologies.

The primary capability of a WEA (cellphone message) is to quickly announce that an event is occurring or is imminent in the geographic area in which the recipient is located. WEA messages are limited to 90 characters.

EAS (broadcasters) and NWEM (weather radio) alerts can provide more information. For example, the “Headline” element of a NWEM message may be 160 characters and the “Description + Instruction” elements have no character limit.

Types of IPAWS Messages

The types of alert messages for which Walton County Emergency Management and authorized system users will use IPAWS include:

- **Warning messages:** Warning messages are issued for those events that alone pose a significant threat to public safety and/or property, probability of occurrence and location is high, and the onset time is relatively short.
- **Emergency messages:** Emergency messages are issued for those events that by themselves would not kill, injure, or damage property, but indirectly may cause other things to happen that result in a hazard.

Authorized Walton County Emergency Management and Walton County 911 personnel can send the following event codes through IPAWS:

Event Code(s) that can be sent via WEA dissemination channel:

CEM:	Civil Emergency Message
EQW:	Earthquake Warning
EVI:	Evacuate Immediate
FRW:	Fire Warning
HMW:	Hazardous Materials Warning
LAE:	Local Area Emergency
LEW:	Law Enforcement Warning
RHW:	Radiological Hazard Warning
SPW:	Shelter in Place Warning
TOE:	911 Telephone Outage Emergency

Training Requirements

Prior to accessing the system and posting alerts, training requirements for IPAWS are as follows:

- IS-247.B course for COG point of contact (POC) and any user with alert originator responsibilities for IPAWS public alerts
<https://training.fema.gov/is/courseoverview.aspx?code=IS-247.b&lang=en>
 - The COG POC should submit all user's training certificates as part of the application process. Annually, an updated list and certificates will be sent to the GEMA/HS State Warning Officer at IPAWS@gema.ga.gov.
- IS-251.A course for COG point of contact (POC) and any user with administrative responsibilities for IPAWS public alerts
<https://training.fema.gov/is/courseoverview.aspx?code=IS-251.a&lang=en>
 - The COG POC should submit a copy of all administrator's training certificate as part of the application process. Annually, an updated list and certificates will be sent to the GEMA/HS State Warning Officer at IPAWS@gema.ga.gov

Software for Sending Alerts

A list of system developers is available on the FEMA website and indicates which vendors have completed or are in the process of developing alerting tools for use with IPAWS.

https://www.fema.gov/sites/default/files/documents/fema_alert-origination-software-providers-ipaws_102022.pdf

Walton County Emergency Management will use the existing “SOFTWARE PROGRAM NAME” to send IPAWS alerts and messages.

System Security

To ensure the joint security of the systems and the message data they store, process, and transmit, all parties participating in IPAWS agree to the terms and conditions as stated in their MOAs and the IPAWS Rules of Behavior, which can be requested at IPAWS@fema.dhs.gov.

System Tests

At the local, county, and state level, monthly tests or exercises of IPAWS will be conducted to ensure the ability to send emergency notification information across the entire network. Testing should be coordinated prior to execution to ensure appropriate rules and regulations are followed. Any impediments will be immediately identified and a resolution at the lowest jurisdictional level possible will be ascertained. It is pertinent to define which test codes will/should work for each dissemination channel depending on their existing EAS Plan.

The following system test is required for WEA messages:

- **Monthly Proficiency Demonstration** – This is a WEA message that is sent in the ‘practice mode’ of the alerting software (so the message is sent to IPAWS but is not disseminated to the public). It should NOT be sent in the live or active mode. FEMA requires you select an event code that your COG is approved to send; do not send a Required Monthly Test (RMT).

It is anticipated that the FEMA IPAWS Program Management Office (PMO) will conduct tabletop, scenario-based, and full-scale exercises of the public alert and warning systems. Where applicable, all jurisdictions will be encouraged to participate in these exercises. GEMA conducts a required monthly test to ensure that the EAS is active throughout Georgia.

Public Outreach

Writing Effective Alert and Warning Messages

How an alert/warning message is written is as important as what is written. Poorly written warnings can undermine both understanding and credibility. "Style" refers to how you write. Considerations when writing accessible and usable alert and warning messages should include:

- **Specifics:** If the message is not specific enough about the "Who? What? When? Where? Why? How?" the public will spend more time seeking specific information to confirm the risk. If necessary, be specific about what is or is not known about the hazard.
- **Consistency:** An alert/warning should be internally consistent; that is, one part of the message should not contradict another part. It should be consistent with messages that are distributed via other channels. To the extent possible, alerts/warnings should be consistent from event to event, to the degree that the hazard is similar.
- **Certainty:** Avoid conveying a sense of uncertainty, either in content or tone. Confine the message to what is known, or if necessary, describe what is unknown in certain terms. Do not guess or speculate.
- **Clarity:** Use common words that can easily be understood. Do not use technical terminology or jargon. If protective instructions are precautionary, state so clearly. Make it clear if protective instructions pertain to particular at-risk populations (e.g., elderly). If the probability of occurrence of the hazard event is less than 100 percent, try to convey in simple terms what the likelihood of occurrence is.
- **Accuracy:** Do not overstate or understate the facts. Do not omit important information. Convey respect for the intelligence and judgment of the public.

To this end, only those individuals who have successfully completed the IS-247.B course and have been officially designated by Walton County Emergency Management as an alerting authority will be provided access to the system.

Criteria for Issuing IPAWS Messages

When circumstances arise and the need for a public warning becomes necessary, the decision to send a message will ultimately be a matter of local judgment. To assist in the decision-making process the following criteria can be applied:

- Does the hazardous situation require the public to take immediate action?
- Does the hazardous situation pose a serious threat to life or property?
- Is there a high degree of probability the hazardous situation will occur?
- Do other means of disseminating the message ensure rapid delivery of urgent information?

Local Media

Local media has a desire to keep its audience informed of ongoing events. Besides their broadcasts, many have developed instant messaging systems to keep the public informed of important events through a variety of social media networks. Coordination with local media outlets is essential for the successful implementation of the “Walton County IPAWS Plan”. By making use of the media’s desire to inform its audience, public safety officials in Walton County have and will continue to establish relationships with the media for the passage of critical, time-sensitive, information to the public.

The challenge is that many media outlets are market-driven and are not constrained by political boundaries. In many cases, a television or radio broadcast station that covers multiple counties/parishes or state–defined regions may be physically located in a neighboring state.

Through multiple mediums, such as newspaper articles, public service announcements, town hall meetings, or other avenues that the jurisdiction has found effective, the general public will be encouraged to continue to listen to and follow officials’ guidance about what to do when a disaster occurs.

Periodically (especially after an incident occurs) the public should be canvassed as to the clarity and effectiveness of the messages that were broadcast. The responses should be reviewed to determine if any changes to the message content need to take place. The results should also be passed to the applicable state agency in order to share them for the benefit of other jurisdictions.

APPENDIX A: ACRONYMS

ACRONYM	DESCRIPTION
AWN	Alert, Warning and Notification
AA	Alerting Authority
AAR	After Action Report
ADR	Administrative Message
AO	Alert Originator
AOSP	Alert Origination Software Provider
AVA	Avalanche Watch
AVW	Avalanche Warning
BLU	Blue Alert
CAE	Child Abduction Emergency
CDW	Civil Danger Warning
CEM	Civil Emergency Message
CHP	California Highway Patrol
CMAS	Commercial Mobile Alert System
COG	Collaborative Operating Group
DBGF	Device Based Geo-Fencing
DMO	Practice/Demonstration Warning
EAS	Emergency Alert System
EQW	Earthquake Warning
EVI	Evacuation Immediate
FCC	Federal Communications Commission
FEMA	Federal Emergency Management Agency
FIPS	Federal Information Processing Standard
FRW	Fire Warning
FSLTT	Federal, State, Local, Tribal, Territorial
GEMA	Georgia Emergency Management Agency
GIS	Geographic Information System
HAZ COLLECT	All-Hazards Emergency Message Collection System
HMW	Hazardous Material Warning
IPAWS	Integrated Public Alert and Warning System
IPAWS OPEN	IPAWS-Open Platform for Emergency Networks
LAE	Local Area Emergency
LEW	Law Enforcement Warning

MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
MPD	Monthly Proficiency Demonstration
NOAA	National Oceanic and Atmospheric Administration
NUW	Nuclear Power Plant Warning
NWEM	Non-Weather Emergency Message
NWS	National Weather Service
PAA	Public Alerting Authority
PIO	Public Information Officer
PMO	Program Management Office
RHW	Radiological Hazard Warning
RMT	Required Monthly Test
SAME	Specific Area Message Encoding
SOG	Standard Operating Guidance
SOP	Standard Operating Procedure
SPW	Shelter – in – Place Warning
TOE	Telephone Outage Emergency
TSS	Technical Support Services
TSSF	Technical Support Services Facility
TTS	Text to Speech
VOW	Volcano Warning
WARN	Warning Alert and Response Network
WEA	Wireless Emergency Alert

APPENDIX B: GLOSSARY

Agency Representative – A person assigned by a primary, assisting, or cooperating federal, state, territorial, tribal, or local government agency or private entity that has been delegated authority to make decisions affecting that agency's or organization's participation in incident management activities following appropriate consultation with the leadership of that agency.

Agency – A division of government with a specific function offering a particular kind of assistance. In the Incident Command System (ICS), agencies are defined either as jurisdictional (having statutory responsibility for incident management) or as assisting or cooperating (providing resources or other assistance).

Alerting Authority – Designated jurisdictional individual who is authorized to write and distribute an alert or warning.

Civil Danger Warning (CDW) – A warning of an event that presents a danger to a significant civilian population. The CDW, which usually warns of a specific hazard and gives specific protective action, has a higher priority than the Local Area Emergency (LAE) (e.g. contaminated water supply, terrorist attack). Public protective actions could include evacuation, shelter in place, or other actions (such as boiling contaminated water or seeking medical treatment).

Civil Emergency Message (CEM) – An emergency message regarding an in-progress or imminent significant threat(s) to public safety and/or property. The CEM is a higher priority message than the Local Area Emergency (LAE), but the hazard is less specific than the Civil Danger Warning (CDW).

Collaborative Operating Group – IPAWS is structured around Collaborative Operating Groups (COG). A COG is a virtual organization of alerting authorities that holds membership in IPAWS-OPEN and manages system access within that organization. When the application process is complete, FEMA will assign each agency a COG Identification number and Digital Certificate.

Disaster – The occurrence or imminent threat of widespread or severe damage, injury, or loss of life or property, or significant adverse impact on the environment, resulting from any natural or technological hazards, or a terrorist act, including but not limited to fire, flood, earthquake, wind, storm, hazardous substance incident, water contamination requiring emergency action to avert danger or damage, epidemic, air contamination, blight, drought, infestation, explosion, civil disturbance, or hostile military or paramilitary action. For the purpose of state or federal disaster declarations, the term disaster generally falls into one of two categories relative to the level of severity and impact on local and state resources. They are: Major - likely to require immediate state assistance supplemented by limited federal resources, if necessary, to supplement intra-state efforts and resources; and Catastrophic - will require immediate and massive state and federal assistance in both the response and recovery aspects. Local government's adaptation of the definition of a disaster denotes an event which threatens or

actually does inflict damage to people or property, and is, or is likely to be, beyond the capability of the services, personnel, equipment, and facilities of a local jurisdiction, thereby requiring the augmentation of resources through state-directed assistance.

Emergency – A suddenly occurring and often unforeseen situation which is determined by the Governor to require state response or mitigation actions to immediately supplement local government in protecting lives and property, to provide for public health and safety, or to avert or lessen the threat of a disaster. Local government's adaptation of this definition connotes an event that threatens or actually does inflict damage to people or property, exceeds the daily routine type of response, and still can be dealt with using local internal and mutual aid resources.

Integrated Public Alert and Warning System (IPAWS) – In the event of a national emergency, the President will be able to use IPAWS to send a message to the American people quickly and simultaneously through multiple communications pathways. IPAWS is available to United States Federal, State, local, territorial and tribal government officials as a way to alert the public via the Emergency Alert System (EAS), Wireless Emergency Alerts (WEA), NOAA Weather Radio and other National Weather Service dissemination channels, the internet, existing unique warning systems, and emerging distribution technologies.

Jurisdiction – A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority for incident mitigation. Jurisdictional authority at an incident can be political or geographical (e.g., city, county, state or federal boundary lines) or functional (e.g., police department, health department).

Law Enforcement Warning (LEW) - A warning of a bomb explosion, riot, or other criminal event (e.g. a jailbreak). An authorized law enforcement agency may blockade roads, waterways, or facilities, evacuate or deny access to affected areas, and arrest violators or suspicious persons.

Local Area Emergency (LAE) - An emergency message that defines an event that, by itself, does not pose a significant threat to public safety and/or property. However, the event could escalate, contribute to other more serious events, or disrupt critical public safety services. Instructions, other than public protective actions, may be provided by authorized officials. Examples include a disruption in water, electric or natural gas service, or a potential terrorist threat where the public is asked to remain alert.

Memorandum of Agreement (MOA) – An agreement document between two or more agencies establishing reciprocal assistance to be provided upon request (and if available from the supplying agency) and laying out the guidelines under which this assistance will operate.

Mutual-Aid Agreement – Written agreement between agencies and/or jurisdictions that they will assist one another upon request, by furnishing personnel, equipment, and/or expertise in a specified manner.

National Warning System (NAWAS) – A communication system of the federal government which provides warning to the population of an attack or other national emergency. Reception is at local and state warning points.

National Weather Services (NWS) – Federal government agencies charged with weather- related reporting and projections.

Shelter in place – Take immediate shelter where you are—at home, work, school, or wherever you can take protective cover. It may also mean "seal the room"; in other words, take steps to prevent outside air from coming in.

State – When capitalized, refers to any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, and any possession of the United States. See Section 2 (14), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

APPENDIX C: Walton COUNTY EMERGENCY MANAGEMENT AUTHORIZED USERS

The following Walton County Emergency Services staff members have completed the FEMA “Integrated Public Alert and Warning System” (IPAWS) IS-00251.a course:

Name: Carl Morrow Position: EMA Director

Name: Joseph Whelchel Position: EMA Specialist

Name: _____ Position: _____

These individuals are authorized to activate IPAWS, limited to the utilization of the following EAS codes:

CEM – Civil Emergency Message. An emergency message regarding an in-progress or imminent significant threat(s) to public safety and/or property. The CEM is a higher priority message than the Local Area Emergency (LAE).

EQW - Earthquake Warning. An emergency message warning of current or imminent earthquake activity. *(For use in the event of an earthquake measuring a minimum of magnitude 6.0 or higher.)*

EVI - Evacuation Immediate. An emergency message warning that immediate evacuation is recommended.

FRW – Fire Warning. A warning of a spreading wildfire or structural fire that threatens a populated area. *Evacuation of areas in the fire’s path may be recommended by authorized officials.*

HMW - Hazardous Materials Warning. An emergency message warning of the release of a non-radioactive hazardous material that may recommend evacuation or shelter in place.

LAE - Local Area Emergency. An emergency message that warns of a local emergency of such a nature as to threaten public safety and/or property.

LEW - Law Enforcement Warning. An emergency message warning of a criminal incident that may be of an immediate danger to people in the area.

RHW – Radiological Hazard Warning. A warning of the loss, discovery, or release of a radiological hazard.

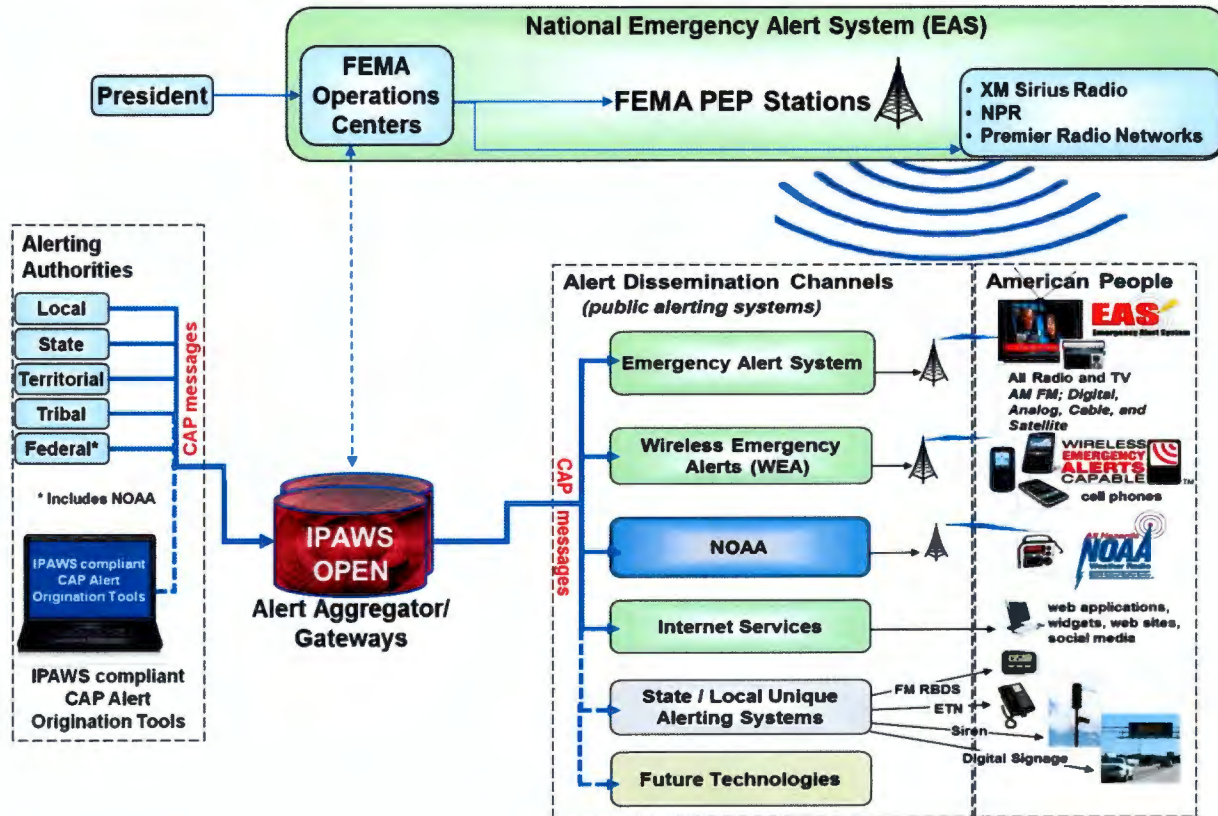
SPW - Shelter in Place. An emergency message warning of an event where the public is recommended to shelter in place.

TOE - Telephone Outage Emergency. An emergency message that notifies an affected population of a local 9-1-1 telephone network outage. *Authorized officials may provide alternative phone numbers in which to reach 9-1-1 or dispatch personnel.*

Additional Authorized Users

Walton County Emergency Management Integrated Public Alert and Warning System (IPAWS) Annex

APPENDIX D: IPAWS ARCHITECTURE



APPENDIX E: IPAWS AND PREPAREDNESS

Public Alerts and Warnings Support Preparedness Goals

The Integrated Public Alert and Warning System (IPAWS) supports all preparedness mission areas: prevention, protection, mitigation, response, and recovery efforts. IPAWS delivers coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods. IPAWS effectively relays information regarding any threat or hazard, as well as the actions being taken and the assistance being made available, as appropriate.

Prevention

- Communicates timely and well-coordinated information to the public through standardized procedures
- Informs the American public of pending threats, as appropriate, and provides critical instruction on the precautions necessary to protect themselves, their families, and their property
- Tailors alerts to best meet the specific needs of the audience
- Shares prompt and actionable messages with the public and other stakeholders, as appropriate, to aid in the prevention of imminent or follow-on terrorist attacks

Protection

- Protects and enhances the overall physical and logistical health of communications
- Improves the sector's national security and emergency preparedness posture with state, local, territorial, tribal, federal, international, and private sector entities to reduce risk

Mitigation

- Warns people of the risks in their community and the actions they can take to mitigate those threats
- Alerts children, individuals with disabilities or access and functional needs, diverse communities, and people with Limited English Proficiency (LEP)
- Supports and increases the number of communities that develop and share risk reduction products
- Provides the tools necessary to make decisions quickly
- Shares information obtained through coordinating activities to inform response and recovery decision making by effectively communicating threat and hazard risk analysis

Response

- Informs all affected segments of the community by all means necessary, including accessible tools, of critical lifesaving and life-sustaining information to expedite the delivery of emergency services and aid the public in taking protective actions
- Delivers credible messages to inform ongoing emergency services and the public about protective measures and other life-sustaining actions and facilitate the transition to recovery

Recovery

- Informs all affected segments of the community by all means necessary, including accessible tools
- Utilizes existing resources to promote effective recovery and support states, territories, tribes, federal, and other jurisdictions affected by a disaster
- Promotes effective recovery, particularly for those incidents that are large-scale or catastrophic
- Provides a flexible structure that enables disaster recovery managers to operate in a unified and collaborative manner
- Manages expectations throughout the recovery process and ensures the public has a clear understanding of available assistance and their roles and responsibilities
- Supports the development of state, local, tribal, territorial, and federal government communications plans

Walton County Department Agenda Request

Department Name: **Walton County Sheriff's Office**

Department Head/Representative: **Kim McCord**

Meeting Date Request: **07/09/2024**

Has this topic been discussed at past meetings?

If so, When?

TOPIC: **Board of Education Contract Renewal**

Wording For Agenda: **School Resource Officer contract renewal**

This Request: **Informational Purposes Only** **Needs Action by Commissioners* yes**

*What action are you seeking from the Commissioners? **Acceptance**

Department Comments/Recommendation:

Additional Documentation Attached? **Copy of agreement**

Is review of this request or accompanying documentation by the County Attorney required? **yes**

If so, has a copy of the documentation been forwarded to County Attorney? **yes**

Date forwarded to County Attorney: **06/18/2024**

Has the County Attorney review been completed? **Yes and approved**

If this request involves the expenditure of county funds, please answer the following:

Approved in current budget?

Budget information attached?

Comments:

Purchasing Department Comments:

County Attorney Comments:

Chairman's Comments:

AGREEMENT BETWEEN THE WALTON COUNTY SHERIFF'S OFFICE

and

THE WALTON COUNTY SCHOOL DISTRICT

for

THE SCHOOL RESOURCE OFFICER PROGRAM

THIS AGREEMENT is made and entered into as of the _____ day of _____, _____ (the "Effective Date"), by and between the WALTON COUNTY SHERIFF'S OFFICE (the "WCSO"), and the WALTON COUNTY SCHOOL DISTRICT (the "WCSD").

WITNESSETH

WHEREAS, it is the intent and desire of the WCSO and the WCSD to provide for law enforcement and related services as set forth herein;

WHEREAS, the WCSO and the WCSD recognize the benefits of a School Resource Officer Program ("Program") to the citizens of Walton County, and particularly to the faculty and students of Walton County Public Schools;

NOW, THEREFORE, for and in consideration of the promises and mutual covenants contained herein, and other good and valuable consideration, the WCSO and the WCSD hereby agree as follows:

Section 1. Purpose. The purpose of this Agreement is to increase the security and safety of WCSD through the funding necessary to permit, *inter alia*, the assignment of Deputy Sheriffs to serve WCSD on a full-time basis during the regular school year.

Section 2. Term of Agreement. The term of this Agreement shall be for one (1) year from the Effective Date; provided, however, that the Agreement shall be automatically renewed unless either party provides written notice of its intent not to renew at least thirty (30) days prior to the expiration of the term. The WCSO and the WCSD agree to negotiate the program costs annually for any subsequent term in accordance with Section 6 below.

Section 3. Program Staffing. The Program shall be staffed in accordance with the following:

3.1 Program Officers. During the regular school year for WCSD, the WCSO shall provide School Resource Officers, a School Investigation Officer, Supervising Officers, and Drug Education Program Officers (collectively, "Program Officers") to serve WCSD in accordance with the following:

3.1.1. School Resource Officers. The WCSO shall assign one (1) full-time Deputy Sheriff to each of the following schools to serve as a School Resource Officer ("SRO"): Atha Road Elementary School, Harmony Elementary School, Loganville Elementary School, Monroe Elementary School, Sharon Elementary School, Walnut Grove Elementary School, Walker Park Elementary School, Youth Elementary School, Carver Middle School, Loganville Middle School, Youth Middle School and Walnut Grove High School. The duties of an SRO shall include the following:

(a) *Instruction.* An SRO shall act as an instructor for specialized, short-term programs about Georgia criminal and juvenile laws when requested to do so by the Principal or a faculty member of the school to which the SRO is assigned.

(b) *Investigations.* An SRO may assist with non-campus investigations related to juveniles who attend the school to which the SRO is assigned.

(c) *Law Enforcement.* An SRO may take emergency law enforcement action when required by law; provided, however, that the Principal of the school shall be notified of such action as soon as practicable.

(d) *Traffic Control.* An SRO shall assist in traffic control during the arrival and departure of students.

3.1.2. School Investigation Officer. The WCSO shall assign one (1) full-time Deputy Sheriff to the position of School Investigation Officer, whose primary duty shall be to respond to and assist with serious incidents occurring at Walton County Public School, in accordance with the following:

(a) *Schools without an SRO.* The School Investigation Officer shall respond to and assist with serious incidents at the schools where an SRO is not available.

(b) *Schools with an SRO.* The School Investigation Officer shall be the primary back up to assist the SRO with serious incidents occurring at schools where an SRO is available.

(c) *Special Projects and Investigations.* The School Investigation Officer shall assist SROs with special projects and school-related criminal investigations that may require follow up of leads or contacts off campus.

(d) *Extended Absence of an SRO.* The School Investigation Officer, when available, shall fill in (at the direction of the Sheriff) for extended absences of the SRO.

3.1.3. Supervising Officers. The WCSO shall assign two (2) full-time supervisors to oversee the School Resource officer Program and serve as a liaison with WCSD, whose duties shall include the following:

(a) *School Visits.* The Supervising Officers shall perform scheduled and non-scheduled visits to middle and high schools within WCSD.

(b) *Program Administration.* The Supervising Officers shall approve Program reports; provide leadership, training and direction for the Program; conduct Program evaluations; analyze campus statistics and problem areas for WCSD; establish rapport with WCSD administrators; oversee school traffic issues; submit monthly reports to the Superintendent; oversee major school functions in which an SRO or School Investigation Officer is participating; coordinate with the Walton County Juvenile Court regarding school-related criminal cases; keep accurate crime reports for WCSD; and maintain time cards and keep up with overtime and comp time for the Program.

(c) *Investigations.* The Supervising Officers shall be available for investigation of crime-related incidents involving a WCSD employee that have a student as the complainant or victim.

3.1.4. Drug Education Program Officers. The WCSO shall assign two (2) full-time Deputy Sheriffs to present drug education programs (i.e., C.H.A.M.P.S., D.A.R.E., G.R.E.A.T. and S.M.A.R.T.) at the public elementary and middle schools with the WCSD system.

3.2 Application and Appointment Process. The WCSO Youth Investigation Division Commander ("Division Commander") shall recruit, interview and evaluate potential candidates for the positions identified in Section 3.1. above. The names of any applicants receiving a favorable recommendation from the Division Commander shall be forwarded to the Sheriff, who shall make the appointments necessary to staff said positions. Applicants must meet the following requirements:

1. An applicant must have a desire to serve in the position for which he or she is applying.
2. An applicant must be certified and sworn peace officers with a minimum of three (3) years law enforcement experience.
3. An applicant must have successfully completed the School Resource Officers 40-hour training course.

3.3 Scheduling. Program Officers shall be scheduled in accordance with the following:

3.3.1. Working Hours. Program Officers shall serve WCSO on a full-time basis, i.e., from one-half (1/2) hour prior to the start of classes until one-half (1/2) hour after classes are dismissed, although a Program Officer's working hours may be adjusted on a situational basis, with the prior consent of the Division Commander, in order to cover campus-related activities which require the presence of a law enforcement officer. Notwithstanding the foregoing, Program Officers may periodically be required by WCSO to perform other tasks during school hours, including, but not limited to mandatory training.

3.3.2. Temporary Reassignment. The WCSO may temporarily reassign Program Officers when school is not in session and during periods of law enforcement emergency.

3.3.3 Overtime. Program Officers may not work overtime hours without the prior approval of the WCSO. Overtime work will be paid in accordance with WCSO policies. Program Officers shall neither expect nor accept any additional compensation for overtime work directly from the WCSO.

3.4 Employment Status. Program Officers shall be and remain employees of the WCSO and shall not be WCSO employees. Program Officers shall remain responsive to the supervision and chain of command of the WCSO. The WCSO shall remain solely responsible for the Program Officers' hiring, firing, training, discipline and/or dismissal. The WCSO agrees to pay the salary and employment benefits of the Program Officers in accordance with the applicable salary schedules and employment practices of the WCSO, including but not limited to: sick leave, annual leave, retirement compensation, workers compensation, unemployment compensation, life insurance, medical and dental insurance. The Program Officers shall be subject to all other personnel policies of the WCSO.

3.5 Removal and Replacement Process. Program Officers may be removed and replaced in accordance with the following:

3.5.1. Removal for Cause. If the Principal, in consultation with the Assistant Superintendent, requests that an SRO be removed from the school (1) because the SRO is not effectively performing the duties of the SRO or (2) because the SRO has engaged in unprofessional conduct, WCSO will replace the SRO in accordance with 3.5.3.

3.5.2. Discretionary Removal. The WCSO reserves the right to dismiss or reassign a Program Officer when it is deemed to be in the best interests of either the WCSO or the WCSO.

3.5.3. Replacement. In the event of a resignation, dismissal, reassignment, removal, or long-term absence of a Program Officer, the WCSO shall provide a temporary replacement for the Program Officer as soon as possible, but not more than fifteen (15) school days after receiving notice of such absence, dismissal, resignation,

removal or reassignment. As soon as practicable, the WCSO shall provide a permanent replacement for the position.

Section 4. Duties and Responsibilities of Program Officers. In addition to those duties and responsibilities specifically provided for in Section 3.1 above, Program Officers shall have the following duties and responsibilities:

1. Program Officers shall enforce federal, state and local laws and, at the request of the school administration, assist WCSD officials with the enforcement of WCSD policies and regulations regarding student conduct.
2. Program Officers shall investigate criminal activity committed on or adjacent to WCSD property.
3. Program Officers shall assist school administrators in developing plans and strategies to prevent and minimize dangerous situations that may occur on campus or during school-sponsored events.
4. Program Officers shall maintain a detailed weekly report of duties performed.

Notwithstanding the foregoing, Program Officers shall not be used by WCSD as school disciplinarians; provided, however, that a Program Officer may be contacted regarding incidents believed to be in violation of the law, and the Program Officer shall then determine whether law enforcement action is appropriate. Program Officers shall also not be used for regularly-assigned monitoring duties, including but not limited to lunchroom, hallway, carpool, or bus monitoring duties.

Section 5. WCSD Employee Fingerprinting. The WCSO Youth Investigations Division shall fingerprint WCSD employees as directed by the WCSD.

Section 6. Compensation. The WCSO shall be compensated by the WCSD in the total amount of \$ 802,769.52 annually for the services to be performed under this Agreement. Not less than sixty (60) days prior to the expiration of this Agreement, the WCSO shall inform the WCSD of any additional compensation it is requesting for the subsequent term. Compensation owed to the WCSO by the WCSD shall be paid in accordance with the Payment Schedule attached hereto as Exhibit "A" and incorporated herein by reference.

Section 7. Termination. Either party may terminate this Agreement for any reason whatsoever with sixty (60) days prior written notice to the other party. In the event of such termination by the WCSD, the Program Officers will be immediately reassigned by the WCSO and, if the termination is not for cause, the WCSD shall immediately pay any remaining funds due to the WCSO for the remainder of the school year. In the event of termination by the

WCSO, the WCSD shall compensate the WCSO for all services provided up to the date of termination.

Section 8. Assignability. This Agreement may not be delegated or assigned by either party and any purported delegation or assignment of this Agreement (or rights hereunder) is void unless prior written consent of the other party has been obtained.

Section 9. Entire Agreement. This Agreement incorporates all prior negotiations, interpretations, and understandings between the parties and is the full and complete expression of their Agreement.

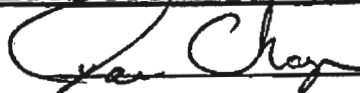
Section 10. Modifications. Any change, alteration, deletion, or addition to the terms set forth in this Agreement must be in writing and signed by both parties.

Section 11. Governing Law. This Agreement shall be governed by, and construed and enforced in accordance with, the laws of the State of Georgia.

Section 12. Miscellaneous. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original and all of which counterparts together shall constitute but one and the same instrument. Each provision of this Agreement is severable from any and all other provisions of this Agreement. Should any provision of this Agreement be for any reason unenforceable, the balance shall nonetheless remain in and be of full force and effect, without giving effect to such unenforceable provision. Time is of the essence hereof. The section headings of this Agreement are for convenience only and in no way limit or enlarge the scope or meaning of the language hereof.

IN WITNESS WHEREOF, the parties hereto have duly signed, sealed, and delivered this Agreement as of the Effective Date.

WALTON COUNTY SHERIFF'S OFFICE:

By: 

Date: 6.19.24

WALTON COUNTY SCHOOL DISTRICT:

By: _____
Superintendent

Date: _____

EXHIBIT "A"

The WCSD shall pay in full the amount set forth in Section 6 of the Agreement in a lump sum payment at a time mutually agreeable to the parties. Notwithstanding the foregoing, said payment must be made prior to the end of the applicable school year.



Azalea Regional Library System

Serving Greene, Hancock, Jasper, Morgan, Putnam, and Walton Counties

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Fax: (706) 342-4510

June 28, 2024

Walton County Board of Commissioners
Attn: Chairman David Thompson
303 South Hammond Drive
Suite 330
Monroe, GA 30655

Dear Chairman Thompson:

The W. H. Stanton Memorial Library has a vacancy on the Library Board of Trustees. We request that **Jessica Hutcheson** be appointed to fill this vacancy for a six year term beginning July 1, 2024, and ending June 30, 2030.

Ms. Hutcheson is a current resident of Walton County. We are confident she will be an excellent representative of the County and will make valuable contributions to the W.H. Stanton Memorial Library Board.

Thank you for your consideration of this request.

Sincerely,

Stacy Brown

Stacy Brown
Executive Director

sbrown@azalealibraries.org
706.342.4974 ext.1010