POLK COUNTY BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES

JUNE 04, 2024 6:42 PM

COMMISSIONERS PRESENT:

Commissioners Ray Carter, Hal Floyd, Jordan Hubbard, Linda Liles, Gary Martin, and Chuck Thaxton.

OTHERS PRESENT:

County Manager Matt Denton, Assistant County Manager Connor Hooper, County Attorney Brad McFall, and County Clerk Jaime Armstrong.

MEDIA PRESENT:

Kevin Myrick, Polk.Today.

CALL TO ORDER:

Chairman Hal Floyd called the meeting to order at 6:42 p.m.

APPROVAL OF AGENDA

1. **Consider approval of agenda for the Regular Meeting of June 04, 2024.**

   Chairman Floyd called for a Motion. Motion was made by Commissioner Thaxton to approve the agenda for the Regular Meeting of June 04, 2024 with the following amendments: addition of Consider a request to approve a written order from the Probate Judge appointing an associate judge for the Probate Court with Associate Judge duties to compensated by $900.00 monthly supplement, and amend Task Order 23 to Task Order 22 on item #10. Second by Commissioner Martin. Motion passed unanimously.

APPROVAL OF MINUTES

1. **Consider approval of Minutes for the Regular Meeting and Executive Session of May 07, 2024.**

   Chairman Floyd called for a Motion. Motion was made by Commissioner Thaxton to approve the Minutes for the Regular Meeting and Executive Session of May 07, 2024. Second by Commissioner Liles. Motion passed unanimously.

NEW BUSINESS

1. **Z24-08: Consider zoning request change from Adam Brush for property located at 293 New Prospect Road to be rezoned from A-1 to R-1. Planning Commission recommended approval.**

   The applicant was present at the Work Session to answer any questions the Commissioners may have prior to consideration of the requests at their Regular Meeting.

   Chairman Floyd called for a Motion. Motion was made by Commissioner Hubbard to approve the request from Adam Brush for property located at 293 New Prospect Road to be rezoned from A-1 to R-1. Second by Commissioner Liles. Motion passed unanimously.

2. **V24-03: Consider variance request from Adam Brush for property located at 293 New Prospect Road. Applicant is seeking the R-1 minimum acreage requirement to be reduced because of existing homes located on the lot that were requested in the previous item above. Planning Commission recommended approval.**

Chairman Floyd called for a Motion. Motion was made by Commissioner Hubbard to approve the variance request from Adam Brush for property located at 293 New Prospect Road for the R-1 minimum acreage requirement to be reduced because of existing homes located on the lot that were requested in the previous item above. Second by Commissioner Martin. Motion passed unanimously.

3. **V24-04: Consider variance request from Ronnie Spann for property located at 1234 Stringer Road. Applicant is seeking to reduce the accessory structure rear setback requirement. Planning Commission recommended approval.**

   The applicant was present at the Work Session to answer any questions the Commissioners may have prior to consideration of the requests at their Regular Meeting.

   Chairman Floyd called for a Motion. Motion was made by Commissioner Carter to approve the variance request from Ronnie Spann for property located at 1234 Stringer Road to reduce the accessory structure rear setback requirement. Second by Commissioner Hubbard. Motion passed unanimously.

4. **V24-05: Consider variance request from Jonny & Lauren Coffey for property located at 832 Brewster Field Road. Applicant is seeking a variance in order to place a guest house in front of the principal structure.**

   The applicants were present at the Work Session to answer any questions the Commissioners may have prior to consideration of the requests at their Regular Meeting.

   Chairman Floyd called for a Motion. Motion was made by Commissioner Liles to approve the variance request from Jonny & Lauren Coffey for property located at 832 Brewster Field Road in order to place a guest house in front of the principal structure. Second by Commissioner Martin. Motion passed unanimously.

5. **Z24-05: Consider zoning request change from Community Share Ministries for property located at 834 Piedmont Highway to be rezoned from A-1 to PRD. Planning Commission recommended approval.**

   The applicant was present at the Work Session to answer any questions the Commissioners may have prior to consideration of the requests at their Regular Meeting.

   Chairman Floyd called for a Motion. Motion was made by Commissioner Liles to approve the zoning request change from Community Share Ministries for property located at 834 Piedmont Highway to be rezoned from A-1 to PRD with the following stipulations: All conditions specified by the Department of Transportation must be files with the request for the Planned Residential Development and completed prior to approved operation; Applicants shall comply with Georgia Department of Health Services Rules and Regulations concerning the licensing and operations of Child Caring Institutions, as provided for in DHS Subject 290-2-5 RULES AND REGULATIONS FOR CHILD CARING INSTITUTIONS. Should the applicant seek exemptions waivers or other actions from DHS excluding this proposed operation from these rules, official notice and documentation from DHS must be filed and retained with the request for the Planned Residential Development; All roads, drives, infrastructure and any other structures of the Planned Residential Development and internal to the described property boundaries same be owned and maintained by the applicant. Polk County shall not be responsible for maintenance, upkeep or any other actions necessary to maintain these structures in standard operating condition; All required provisions identified within this Planned Development are subject to the current owners and/or operators of the institution and shall remain applicable to any and all heirs or successors. Second by Commissioner Martin. Motion passed with Commissioners Carter, Liles, and Martin voting in favor; Commissioners Hubbard and Thaxton voted against.

   Commissioner Hubbard mentioned somewhat similar cases that were previously denied by the Board noting his concerns of what may come next due setting a precedent by approving this application.

6. **Z24-06: Consider zoning request change from BRG 04 LLC for property located at the corner of Prospect Road and Highway 101 (Tax Parcel #053-104H) to be rezoned from A-1 to I-2. Planning Commission recommended approval.**

   The applicant was present at the Work Session to answer any questions the Commissioners may have prior to consideration of the requests at their Regular Meeting.

   Chairman Floyd called for a Motion. Motion was made by Commissioner Thaxton to approve the request from BRG 04 LLC for property located at the corner of Prospect Road and Highway 101 (Tax Parcel #053-104H) with the amendment that it be rezoned from A-1 to I-1 rather than I-2. Second by Commissioner Hubbard. Motion passed unanimously.

7. **Z24-07: Consider zoning request change from Lance James for property located at 70 Cornelius Road to be rezoned from A-1 to R-1. Planning Commission recommended approval.**

   The applicant was present at the Work Session to answer any questions the Commissioners may have prior to consideration of the requests at their Regular Meeting.

   Chairman Floyd called for a Motion. Motion was made by Commissioner Carter to approve the request from Lance James for property located at 70 Cornelius Road to be rezoned from A-1 to R-1. Second by Commissioner Thaxton. Motion passed unanimously.

8. **Consider the renewal for a lease agreement with the Department of Community Supervision in the amount of $41,790.00 annually for leasing space at 100 County Loop Road, Suite A.**

   The agreement is a one-year agreement with an option of five renewals. This is the current annual rate the Department of Community Supervision pays for using space for their felony probation offices. They have only requested some minor repairs and HVAC testing to ensure sufficient heating and air flows to their portion of the building. Administration recommends approval.

   Chairman Floyd called for a Motion. Motion was made by Commissioner Liles to approve the renewal for a lease agreement with the Department of Community Supervision in the amount of $41,790.00 annually for leasing space at 100 County Loop Road, Suite A. Second by Commissioner Hubbard. Motion passed unanimously.

9. **Consider the approval of a 3-way stop sign to be placed at Pleasant Hill Road and Everett Mountain Road.**

   There is currently one stop sign on Pleasant Hill Road. This will add an additional stop sign on Pleasant Hill Road and one on Everett Mountain Road. Residents have made the County aware of dangerous situations that continue to occur under current conditions. Public Works Director Senn and Assistant Chief Evans feel that a 3-way stop is warranted at this intersection.

   Chairman Floyd called for a Motion. Motion was made by Commissioner Carter to approve a 3-way stop sign being placed at Pleasant Hill Road and Everett Mountain Road. Second by Commissioner Hubbard. Motion passed unanimously.

10. **Consider a recommendation from the Finance Committee to approve a Change Order from Oasis Consulting for Task Order 22, Old Landfill Maintenance.**

    The proposed Change Order pertains to the mowing task order with Oasis for the old landfill. Due to unexpected changes in the sub-contractor performing these duties, work has increased the total cost of mowing by $5,340.00. Oasis has agreed to split the increase 50/50 with the county.

    Chairman Floyd stated the Motion as recommended by the Finance Committee is to approve a Change Order from Oasis Consulting for Task Order 22, Old Landfill Maintenance. Motion passed unanimously.

11. **Consider a recommendation from the Finance Committee to approve a proposed resolution allocating funding from the 2020 SPLOST in the amount of $15,700.00 for the cost of equipment needed for a recently acquired Police Department vehicle.**

    At the May 07, 2024 meeting, the Board approved the purchase of a vehicle from Prater Ford for the Police Department that will be counted as one of the Department's FY2025 CIP allocation of vehicles. Funding now needs to be allocated to cover the necessary equipment for this vehicle.

    Chairman Floyd stated the Motion as recommended by the Finance Committee is to approve a proposed resolution allocating funding from the 2020 SPLOST in the amount of $15,700.00 for the cost of equipment needed for a recently acquired Police Department vehicle. Motion passed unanimously.

12. **Consider allocating $20,000.00 from the 2020 SPLOST for the purchase of new postage machines.**

    Administration was notified that, as of June 30, 2024, the current Pitney Bowes Postage machines will be de-certified resulting in a significant loss of functionality due to new postage requirements. Ultimately, all de-certified machines must be out of service by December 31, 2024. The two machines are located in the Administration Building and in Courthouse 1. The FY2025 CIP has not been finalized and Administration is unsure of the extent of functionality that will be lost on June 30, 2024 hence the request for allocation of funding to purchase the machine. The actual purchase will be from Pitney Bowes and the amount is within authority to make once funding has been allocated.

    Chairman Floyd called for a Motion. Motion was made by Commissioner Hubbard to approve allocating $20,000.00 from the 2020 SPLOST for the purchase of new postage machines. Second by Commissioner Martin. Motion passed unanimously.

13. **Consider a recommendation from the Ordinance Committee to approve a proposed resolution regarding amendments to the Code of Polk County, Section 2-288.**

    The Ordinance Committee reviewed the existing Code Section 2-288 which pertains to authorizing credit cards for Elected Officials. This amendment simply updates the ordinance to reflect current county structure and need.

    Chairman Floyd stated the Motion as recommended by the Ordinance Committee is to approve a proposed resolution regarding amendments to the Code of Polk County, Section 2-288. Motion passed unanimously.

14. **Consider granting approval of the five year permit review packet (plans and specifications) for the Grady Road Landfill which reflects revisions and responses to EPD comments and for submittal of the packet to EPD.**

    Every five years Environmental Protection Division (EPD) requires a permit review for the Grady Road Landfill. In 2021, a permit review packet consisting of updated plans and specifications was submitted to EPD on behalf of Polk County. The engineer received comments from EPD regarding the 2021 submittal in December of last year. The Board discussed the comments and responses in December, and was not satisfied with the packet contents. An extension was requested from EPD, and was granted until June 30, 2024 of this year. The primary issue with the packet was that the plan sheets were completely revised and appeared to no longer contain references to all of the minor modifications that occurred since the permit was approved in 2012. Administration met with the engineer last month for review of the plans and responses to the EPD comments. The result is that references was included on the cover sheet that summarize each of the minor modifications that have been made.

    Chairman Floyd called for a Motion. Motion was made by Commissioner Hubbard to approve the five year permit review packet (plans and specifications) for the Grady Road Landfill which reflects revisions and responses to EPD comments and for submittal of the packet to EPD. Second by Commissioner Martin. Motion passed unanimously.

15. **Consider a request to approve a written order from the Probate Judge appointing an associate judge for the Probate Court with Associate Judge duties to compensated by $900.00 monthly supplement.**

    The Board is required to consider orders from the Probate Judge appointing associate judges for the Court. Judge Brooks has prepared an order for your consideration. His intent is to provide a $900.00 monthly supplement for the appointee's additional duties. The supplement for the rest of this month will be funded from his Temporary Salaries Line Item. Part of the funding for the Court's Temporary Salaries budget will be sued to fund the supplement during FY2025.

    Chairman Floyd called for a Motion. Motion was made by Commissioner Hubbard to approve the written order from the Probate Judge appointing an associate judge for the Probate Court with Associate Judge duties to compensated by $900.00 monthly supplement. Second by Commissioner Liles. Motion passed unanimously.

COUNTY MANAGER'S REPORT

1. **May 2024 Finance Report.**

    County Manager Denton reviewed the May 2024 Finance Report. He reported that Revenues were at 81.5%, Expenses were at 71.2%, and Agency Allocations were at 87.6%.

COMMISSIONER COMMENTS

Commissioner Martin thanked everyone who attended as it is a great turnout, and congratulated Elections Director Noah Beck and Assistant Director Stephen Walker on the tremendous job with the election noting that Polk County was number one in the state for compiling the votes so quickly.

Commissioner Carter had no comments.

Commissioner Hubbard thanked all of the department heads, county employees and constitutional officers stating they give out the Employee of the Month Award every month, but he feels that they all deserve it. He also mentioned having further discussions on transferring Code Enforcement back to the Police Department.

Commissioner Liles also thanked all of those in attendance for being present and witnessing the process of what they do. She stated they may not always agree on everything, but they do what they feel is best for the county and the citizens. She echoed Commissioner Martin congratulating Elections on the election.

Commissioner Thaxton reiterated appreciation to those in attendance stating he hopes they all return as there is always something new on the docket. He also asked everyone to please remember all of the veterans on the 80th Anniversary of D-Day.

Commissioner Floyd also thanked everyone for their attendance, and expressed his appreciation for his fellow Commissioners for their hard work on Chairing the Committees and for all that is being accomplished through those Committees.

EXECUTIVE SESSION FOR PERSONNEL

Chairman Floyd called for a Motion. Motion was made by Commissioner Thaxton to enter into Executive Session for Personnel. Second by Commissioner Hubbard. Motion passed with Commissioners Carter, Hubbard, Liles and Thaxton voting in favor; Commissioner Martin voted against.

RECONVENE REGULAR MEETING

Chairman Floyd called for a Motion. Motion was made by Commissioner Thaxton to reconvene the Regular Meeting. Second by Commissioner Liles. Motion passed unanimously.

ADJOURN

Chairman Floyd called for a Motion. Motion was made by Commissioner Hubbard to adjourn. Second by Commissioner Martin. Motion passed unanimously.

POLK COUNTY BOARD OF COMMISSIONERS

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HAL FLOYD, CHAIRMAN

ATTEST:

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JAIME ARMSTRONG, COUNTY CLERK